



**INDIAN INSTITUTE OF MANAGEMENT SHILLONG**  
**Umsawli, Shillong- 793018**  
**Meghalaya**

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ENQUIRY NO: IIMS/S&P/NIQ/24-25/31

Dated: 13.12.2024

**Sub: Notice Inviting Quotation for Supply and Installation of Mosquito nets**

Offers are invited on behalf of Director, IIM Shillong from registered/ reputed dealer, supplier for tentative requirement of services in sealed cover addressed to the Director, IIM Shillong, Umsawli, Shillong-793018 with the words “ **Quotations for Supply and Installation of Mosquito nets**” Enquiry No. with due date boldly superscribed on the top of the envelope and the offer be sent by registered cover/ speed post/ dropped in and must reach to The Chief Administrative Officer, Indian Institute of Management Shillong, Umsawli, Shillong-793018 latest by 20 Dec 2024 by 12:00 noon.

**(Detailed Description)**

| SI No | Particular  | Quantity | Unit | Rate (Inclusive of All taxes)           | Amount (Inclusive of All taxes) |
|-------|---|----------|------|---|---------------------------------|
| 1     | <b>Supply and Installation of Mosquito Nets for the Hostel at Nongthymmai Campus<br/>TYPE : “Polyester Magnetic Window Mosquito Net with self-Adhesive Hook Tape Windows”</b> | 174      | pcs  |   |                                 |
|       | <b>Total incl. of taxes (Rs)</b>  |          |      |   |                                 |
|       |   |          |      | <b>Total incl. of taxes (in Rupees)</b> |                                 |

**The above mentioned rates is inclusive of all taxes.**

## **Terms and Conditions:**

1. These Terms and Conditions shall apply to all contracts for the supply of items by the Supplier to the Institute and shall prevail over any other documentation or communication from the Institute.
2. Any variation to these Terms and Conditions shall be inapplicable unless agreed in writing by the Supplier
3. The Proposal attached to these Terms and Conditions shall remain valid for a period of 30 days.
4. The price for the materials is as specified in the Proposal shall be inclusive of all taxes and Transportation charges.
5. The supplier shall ensure that measurements of each windows are taken before placing the order. The hostel room numbers require for installation of the mosquito nets shall be collected from the Engineering and Estate Department, IIM Shillong Umsawli Campus immediately on receipt of the Procurement Order.
6. The supplier shall supply the items as per the approved specifications i.e. “Polyester Magnetic Window Mosquito Net with self-Adhesive Hook Tape Windows” and the Supplier warrants that the materials will at the time of delivery correspond to the description given by the Institute and no items other than the specified items shall be supplied and installed without the prior approval of the Engineer-in charge.
7. The supplier shall deliver the materials within the specified time period as per the Procurement Order.
8. The supplier shall deliver the materials along with the delivery challan for verifications.
9. The materials shall be delivered at the address set out in the Procurement Order.
10. The Supplier accepts all responsibility for the condition of material and shall ensure that any materials supplied shall be free of defects.
11. No additional payments shall be paid by the Institute for the items supplied in excess more than the quantity given in the Annexure A
12. Bills/ Tax Invoice shall be submitted within 1(one) month from the date of delivery.
13. No counter proposal is acceptable and conditional/late quotes are liable to be rejected.

14. Bidders are required to submit copies of PAN, GST, Trading License and copies of work orders of similar works carried out.
15. It will be the prerogative of the Institute to place the supply order for the whole lot/item or in piecemeal basis depending upon the requirement of the Institute. The Institute shall have the right to reject any tender without assigning any reason thereof. No correspondence will be entertained in this regard. Only one best quality item (according to our specification) should be quoted against the item.
16. Stores will be accepted subject to the verification and inspection by the competent authority.
17. Time schedule of completion is within **1 month** from receipt of supply order or else deduction on gross bill @0.5% per week or part thereof will be made as liquidated damages/ delay in supply subject to maximum of 10% of the value of the delayed supplies.
18. Bills should be submitted in quadruplicate along with a receipted copy of challan duly endorsed in the desk of the of the Receiving section of the Institute.
19. Payment of the approved vendor for supply of items at IIM Shillong shall be made through cheque or electronic clearing system. In case of cheque, the same will be dispatched registered post and postal charges shall be deducted from their bills.
20. The Institute reserves the right to reject any tender or all tender without any reason.
21. Director, IIM Shillong or his authorized representatives shall be the final authority in setting all disputes and decision will be binding on all concerned.

Sd/-  
**Senior Manager (Stores)**  
**IIM Shillong**