



INVITATION LETTER

Quotation No: IIITM/ESTATE/2022-23/05

Date: 14-July-2022

Sub: Inviting Quotation for Drilling of TWO Numbers of 150 mm diameter Bore well including installing the 2HP submersible pump over bore wells at IIIT Manipur City Campus.

Sir,

1. You are invited to submit your competitive quotation for the following goods and services with item wise detailed specifications for the Bore-well as per the sample attached.

Sr. No	Item Name	Quantity
1	Drilling of 150 mm diameter Bore well including installing the 2HP submersible pump over bore well with the specifications as given in Annexure – A .	02

2. Quotation

- 2.1 The contract shall be for the full quantity as described above.
 - 2.2 All duties and other levies payable by the supplier under the contract shall be included in the unit Price.
 - 2.3 Applicable taxes shall be quoted for all items.
 - 2.4 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - 2.5 The Prices should be quoted in Indian Rupees only.
 - 2.6 The quantity mentioned in the **Annexure-A** are approximate and likely to vary. However, payment will be made as per the work actual executed and measured.
 - 2.7 Drilling of Bore well should be carried out at the site after getting confirmation from the authority.
 - 2.8 The benchmark of water discharge rate in each bore well is 1000 litres per hour. The penalty amount is required to be paid by the Vendor in case bench mark of water discharge rate is not met.
3. Each bidder shall submit only one quotation.
 4. Quotation shall remain valid for a period not less than **60** days after the last date of quotation submission.
 5. **Evaluation of Quotations:** The Institute will evaluate and compare the quotations determined to be Substantially responsive i.e. which are properly signed; and confirm to the terms and conditions, and specifications.
 6. The Quotations would be evaluated for all items together.
 7. **Award of Contract:** The Institute will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the best price and quality.



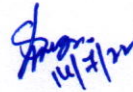
- 7.1 Notwithstanding the above, the Institute reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of Contract.
- 7.2 The bidder whose bid is accepted will be notified of the award of contract by the Institute prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
8. **Payment: 95 % of total cost after Satisfactory Delivery, Installation & Acceptance**
9. **Warranty:** All supplied items are under warranty of **12** months from the date of successful acceptance of items. In case any defect is found within the defect liability period, the same shall be repaired by the contractor immediately at his own cost.
10. **Security Deposit:** 5 % Security Deposit will be deducted from the gross bill amount & will be released after the free annual maintenance period of **THREE YEARS** which will be reckoned from the date of successful completion of the work.
11. You are requested to provide your offer latest by **3:00 pm** on **21-July-2022**. Quotations received after the due date will be rejected.
12. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
13. Sealed quotation to be submitted/ delivered at the address mentioned below,
The Director
Indian Institute of Information Technology Senapati, Manipur
Mantripukhri, Imphal – 795002, Manipur, India
14. The address of the firm submitting the quotation, the officer to whom the quotation is addressed and the Quotation No: **IIITM/ESTATE/2022-23/05** should be mentioned on the sealed cover.

We look forward to receiving your quotation and thank you for your interest in this project.


14/07/2022

Director

IIIT Senapati, Manipur


14/7/22

Enclosure:

1. Annexure-A: Required Specifications
2. Annexure-B: Check List for Documents to be Submitted / Conditions Complied
3. Annexure-C: Format for Quotation Submission