



**INVITATION LETTER**

Date: 11.06.2026

**Sub: Inviting Quotation for Drilling of 01 (one) Bore-well with 150 mm diameter and a dept of 350ft approximately along with the installation of 2HP submersible pump at IIT 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 and a dept of 350ft approximately along with the installation of 2HP submersible pump over bore well with the specifications as given in <b>Annexure – A</b> .	01

**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.

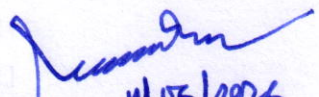


भारतीय सूचना प्रौद्योगिकी संस्थान सेनापगत, मांगेपुर  
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY SENAPATI, MANIPUR

Mantripukhri, Imphal – 795002, Manipur, India, [www.iiitmanipur.ac.in](http://www.iiitmanipur.ac.in)

- 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: 100 % 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. You are requested to provide your offer latest by **4:00 pm on 19-June-2026**. Quotations received after the due date will be rejected
11. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
12. Sealed quotation to be submitted/ delivered at the address mentioned below,  
**The Registrar  
Indian Institute of Information Technology Senapati, Manipur Mantripukhri, Imphal – 795002,  
Manipur, India**
13. Sealed quotation to be submitted/ delivered at the address mentioned below

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

  
Registrar  
IIIT Manipur  
21/06/2026

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



**ANNEXURE - A**

**Specifications and approximate quantity required for Drilling of 01 (one) Bore-well with 150 mm diameter and a dept of 350ft approximately along with the installation of 2HP submersible pump at IIT Manipur City Campus.**

S.N.	Particular of Items	Quantity	Unit
1	Drilling of 150 mm diameter Bore well by the help of Drilling Rig machine etc. (including all labours carting, loading, unloading etc.)	350 appx	feet
2	Supply and lowering of heavy duty 150 mm diameter PVC casing pipes (ASTM schedule 80) from ground level filled and fixed up in vertical position (including cutting and threading of pipes, filter with pebbles in concentric pipes, supplying and fixing of all jointing materials).	350 appx	feet
3	Providing and fixing bore cap of standard quality and of required diameter suitable for 150 mm diameter Bore well including providing coupling at the top of casing pipe to properly fix the bore cap.	1	no.
4	Supply and lowering of 50 mm diameter PVC pipes to be fixed with submersible pump for delivery	350 appx	feet
5	Supplying and fixing clamp for holding casing pipe as required suitable for casing size to complete the work as required.	1	no.
6	Supplying and fixing gun metal gate valve with CI wheel of approved make screwed end 50 mm dia N-13.	1	no.
7	Providing and fixing non return valve of approved heavy duty 50 mm dia NRV vertical.	1	no.
8	Cleaning and developing of tube well with their own compressor continuously work till all clear and adequate discharge of water is observed from the tube well including supply of all necessary equipment & labours as per direction of the authority.	1	one Job
09	Supplying and fixing of flexible steel rope (6 mm dia) with submersible pump to be lowered in the bore well to the depth as per direction of the authority/	450 appx	feet
10	Supply, installation, testing & commissioning of <b>Crompton Grieves/ Kirloskar/ Texmo Make</b> 2 HP submersible pump in the casing pipe with all standard accessories as required and directed by the authority.	1	no.

**Note: 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.**



**ANNEXURE – B**

Check List for Documents to be Submitted / Conditions Complied

S. No.	Details of Documents/ Conditions Complied	Yes/No
1	Payment term complied	
2	Delivery term/period complied	
3	Warranty period complied	
4	GSTIN Certificate enclosed	
5	Copy of PAN Card provided	
6	Validity period of Rate /quotation complied	
7	Signature and stamp of authorized representative of bidder in all the submitted documents	

**Note:**

1. Technical and financial evaluation and recommendation is to be made only if vendors submitted the documents/ complied the essential NIQ terms and conditions mentioned above.
2. The bidder should submit their quotation in a closed A4 size envelope. The envelope should be super-scribed, Quotation No. and date.....and Quotation for.....

Date

Signature and Stamp of the Bidder



**ANNEXURE - C**

**FORMAT FOR QUOTATION SUBMISSION**

(In letterhead of the supplier with seal)

To

The Registrar

Indian Institute of Information Technology Senapati, Manipur Mantripukhri, Imphal –  
795002, Manipur, India

SN	Particular of Items	Quantity	Unit	Brand	Rate	Total
1	Drilling of 150 mm diameter Bore well by the help of Drilling Rig machine etc (including all labours carting, loading, unloading etc.)	350 appx	feet			
2	Supply and lowering of heavy duty 150 mm diameter PVC casing pipes (ASTM schedule 80) from ground level filled and fixed up in vertical position (including cutting and threading of pipes, filter with pebbles in concentric pipes, supplying and fixing of all jointing materials).	350 appx	feet			
3	Providing and fixing bore cap of standard quality and of required diameter suitable for 150 mm diameter Bore well including providing coupling at the top of casing pipe to properly fix the bore cap.	1	no.			
4	Supply and lowering of 50 mm diameter PVC pipes to be fixed with submersible pump for delivery	350 appx	feet			
5	Supplying and fixing clamp for holding casing pipe as required suitable for casing size to complete the work as required.	1	no.			
6	Supplying and fixing gun metal gate valve with CI wheel of approved make screwed end 50 mm dia N-13.	1	no.			
7	Providing and fixing non return valve of approved heavy duty 50 mm dia NRV vertical.	1	no.			
8	Cleaning and developing of tube well with their own compressor continuously work till all clear and	1	One Job			



	adequate discharge of water is observed from the tube well including supply of all necessary equipment & labours as per direction of the authority.					
09	Supplying and fixing of flexible steel rope (6 mm dia) with submersible pump to be lowered in the bore well to the depth as per direction of the authority/	450 appx	feet			
10	Supply, installation, testing & commissioning of <b>Crompton Grieves/ Kirloskar/ Texmo Make</b> 2 HP submersible pump in the casing pipe with all standard accessories as required and directed by the authority.	1	no.			
						Total
						GST
						Grand Total
<b>The benchmark of water discharge rate is 1000 litres per hour.</b>						
<b>Penalty amount to be paid by the Vendor in case bench mark of water discharge rate is not met.</b>						

We agree to supply and install the above goods in accordance with the technical specifications for a total Contract price of Rs. ----- (Amount in figures) (Rupees -----amount in words) within 30 days of issue of purchase order. We confirm that the normal commercial warranty/ guarantee of 12 (Twelve) months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Bidder: Name:

Address:

Phone No.

Email: