



Ref.No: IIITM/NIQ/CON-LENGYAN/2026-27/03A

Date: 02.04.26

To,
All Interest Vendors

Sub: Invitation Letter for Supply of customized Cotton Lengyan (Manipuri Leirum) and Cream Cotton Plain Lengyan for 5th Convocation to be held in May'2026, IIIT Manipur

Sir,

1. You are invited to submit your most competitive quotation for Supply of Cotton Lengyan (Manipuri Leirum) and Cream Cotton Plain Lengyan for 5th Convocation to be held in May'2026, IIIT Manipur, with detailed specifications as below.

Sr. No	Particulars	Quantity
1.	Cotton Lengyan (Manipuri Leirum) Size: 5.5 ft × 1.4 ft Design: Printed with Institute logo and Kangla Sha	300
2.	Cream Plain Cotton Lengyan Size: 6 ft × 3 ft Design: Printed with Institute logo and Sangai Deer	25

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.
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 Purchaser will evaluate and compare the quotations determined to be Substantially responsive i.e. which
 - 5.1 are properly signed; and
 - 5.2 Confirm to the terms and conditions, and specifications.
6. The Quotations would be evaluated for all items together.
7. Award of contract The Purchaser 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.

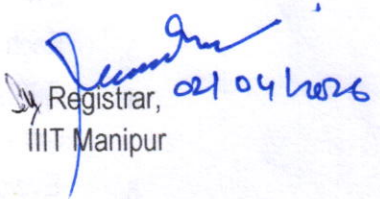


भारतीय सूचना प्रौद्योगिकी संस्थान सेनापति, मणिपुर

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY SENAPATI, MANIPUR

Mantripukhri, Imphal – 795002, Manipur, India, www.iiitmanipur.ac.in

- 7.1 Notwithstanding the above, the Purchaser 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 Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be Incorporated in the purchase order.
8. Satisfactory Delivery, Installation & Acceptance - 100% of total cost
 - The quantity mentioned is approximate and may vary. Payment shall be made based on the actual quantity supplied
 - Price inclusive of all applicable taxes and FOR, IIIT Manipur, Mantripukhri, Imphal-795002, Manipur, India
9. You are requested to provide your offer latest by **5:00 pm** on **13th April 2026**. Quotations received after the due date will be rejected.
10. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
11. 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
12. We look forward to receiving your quotation and thank you for your interest in this project.


Registrar, 02/04/2026
IIIT Manipur



FORMAT FOR QUOTATION SUBMISSION
(In letter head of the supplier with seal)

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

Sr. No	Particulars	Qty	Rate	Total
1	Cotton Lengyan (Manipuri Leirum) Size: 5.5 ft × 1.4 ft Design: Printed with Institute logo and Kangla Sha	300		
2	Cream Plain Cotton Lengyan Size: 6 ft × 3 ft Design: Printed with Institute logo and Sangai Deer	25		
			Total	
			GST	
			Grand Total	

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. _____ (Amount in figures) (Rupees _____ amount in words) within 15 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 Supplier

Name:

Address:

Contact No.

Email:

KANGLASHA

