

NOTICE INVITING QUOTATION



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY ALLAHABAD

Devghat, Jhalwa, Prayagraj - 211 015 (U.P.) INDIA

**NOTICE INVITING QUOTATION FOR REPAIRING OF AUTOMATIC LOCKING
SYSTEM OF MAIN DOOR OF INSTITUTE MAIN AUDITORIUM AT IIIT-A.**

Ref.No.:IIIT-A/SP/NIT/1898/2565/2025

Department
Institute Works Department (IWD), IIIT-Allahabad

Contact Person:

For Technical Query

Sh. Manik Chandra, JE(Civil), IWD
Email: manikchandra@iiita.ac.in
Tel: 0532-292-2113

For Commercial Query

Stores & Purchase Section
Email: info.purchase@iiita.ac.in
Tel: 0532-292-2804

REQUEST FOR PROPOSAL

Indian Institute of Information Technology Allahabad (IIIT Allahabad) invites sealed quotations from reputed and experienced firms/service providers for the **Repairing of the Automatic Locking System of the Main Door of the Institute Main Auditorium** at IIIT-Allahabad.

Interested firms may quote the rates in the prescribed format to "**The Deputy Registrar (Stores & Purchase), Indian Institute of Information Technology Allahabad, Devghat, Jhalwa, Prayagraj – 211 015, U. P.**

S No.	Description of Items	Qty	Rate/Unit	Total Amount
1	Offset Lip Seal Separate Product	2		
2	Central 1800 Weather Seal	2		
3	Wall to Glass Clamping	8		
4	Microwave Sensors	1		
5	Automatic Door Accessory, Microwave Sensor/ Motion Sensor with Safety Beam	1		
6	PR 11 75mm X 50 mm Aluminium Grade 6063	2		
7	Plastic Kit For 75 X 50	2		
8	Double/ Bi-Parting automatic door with 4.2 mtr track and cover in Silver Anodized Per Panel weight 85 Kg X Two	1		
9	Motion/ Speed Controller	1		
Total Amount (in Rs.)				
GST (Please specify applicable %)				
Grand Total				

SCHEDULES OF EVENTS

The eligible participants are requested to note that dates mentioned in the schedule of events IIIT Allahabad reserves rights to modify these dates at any time.

S No.	Event	Timeline
1.	Publication of Notice Inviting Quotation	03/12/2025
2.	End date of submission of Notice Inviting Quotation	24/12/2025 04:00 PM
3.	Publication of Corrigendum, if any	12/12/2025 04:00 PM
4.	Opening of Notice Inviting Quotation (NIQ)	24/12/2025 04:30 PM

SUBMISSION PROCESS

Tenderers/Bidders are requested to submit the quotation by courier/speed post with details of specifications, terms & conditions superscribing the name of the tender, ref. number and closing date on the top of the envelope addressed to the Deputy Registrar (Stores & Purchase), IIIT-Allahabad up to 24/12/2025, 04:00 PM. Quotations duly sealed may also be dropped in the tender box placed in the office of Deputy Registrar (Stores & Purchase), IIIT-Allahabad Postal delay will not be entertained.

Bid documents submitted by the Bidder should be concise and contain only relevant information as required under the Bids shall consist of supporting proofs and documents as defined in the Eligibility criteria.

PERIOD OF VALIDITY OF QUOTATION

The proposal shall remain valid till 45 days from the date of opening of Bid. However, in exceptional circumstances, IIIT-Allahabad ask for extending the period of validity and such a request shall be binding on bidders.

SCOPE OF WORK

The work includes inspection, fault diagnosis, repair/replacement of defective components, testing, and ensuring proper functioning of the automatic locking mechanism of the main door. The system should operate smoothly and reliably after repair.

TERMS & CONDITIONS

1. The firm should have prior experience in repairing automatic door systems or similar electro-mechanical installations.
2. The quotation should clearly mention the cost of materials, labour charges, service tax (if applicable), and any other charges separately.

3. The work shall be completed within **45 days** from the date of issue of work order. If the work is delayed beyond the stipulated time of completion penalty of 1% per week or part thereof of total cost shall be imposed at the discretion of Competent Authority. The penalty may be up to 10% of the total accepted bid value.
4. Tenderer should submit a GSTIN registration copy with quotation.
5. It is mandatory to sign & stamp on all the papers of the tender/ enquiry letter.
6. Tenderers are desired to quote all the items as mentioned above, failing which quotation will not be considered.
7. Enquiry/tender must be quoted in prescribed format on the letter head of the firm/vendor, otherwise quotation shall be rejected outright.
8. If it is found that items are fake or of sub-standard quality and not conforming to the required specifications, the firm will have to replace the fake/sub-standard items with genuine ones immediately. Additionally, they will also be liable to be blacklisted.
9. Conditional quotations are liable to be rejected. In the event of acceptance, the Director's decision shall be final and binding on both the parties. The rates should be quoted as per our required specifications. The quotation which is not as per our required specifications will not be considered.
10. The right to accept or reject any tender/quotation, partially or wholly, including lowest quotation without assigning any reason whatsoever thereof or incurring any liability thereby is reserved with the Director, IIIT, Allahabad. The decision of the Director, with regard to enforcement of these terms and conditions herein contained, as a result of breach of these conditions by successful Tenderers, shall be final and the Director, shall not be liable for any damage/liability put forth by the Tenderers at any stage of the transaction arising out of the enforcement of any or all herein contained terms and conditions.
11. Payment will be made within fifteen days after completion of work and satisfactory report. No conditions/clause with regard to interest etc. shall be entertained.
12. The Institute reserves the right to accept or reject any or all quotations without assigning any reason thereof.
13. Bidders who have previously failed to execute any supply order after issuance of the contract, by IIIT-A during the last 02 years from the publication date of this bid are not eligible to participate.
14. If the supplier/Contractor/Agency fails to execute the contract and informs IIITA about its inability to execute the order and non-compliance of the contract, the

supplier/Contractor/Agency shall be liable for debarred for a period of 02 years and bid security will be forfeited.

15. Tenderer should take into account any corrigendum published on the Tender document before submitting their bids. All such corrigendum will be placed on IIIT-A website www.iiita.ac.in / CPPP Portal. Intending tenderers are advised to visit www.iiita.ac.in for regular updates, if any, till the closing date of tender for any corrigendum/addendum/ amendment. IIIT-A will not be responsible for ignorance of corrigendum.
16. Tenders may fee. free to contact the Purchase Section through E-mail info.purchase@iiita.ac.in for any clarifications.
17. The lowest rate will not be the basis of claim to get the order.
18. All legal disputes shall be subject to the Jurisdiction of Hon'ble Court of Prayagraj.

Your's faithfully
For IIIT-Allahabad

Deputy Registrar (S&P)