



भारतीय सूचना प्रौद्योगिकी संस्थान अगरतला
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY AGARTALA

(An Institute of National Importance Under Ministry of Education)

NIT Agartala Campus, Jirania, PIN -799046 (Tripura) India, Email: director@iiitagartala.ac.in

NOTICE INVITING CALL OF QUOTATION

No.F.1(3)/IIIT/2025/GOMTI/2025/...256-61...

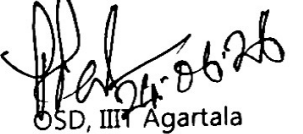
Date: 24/06/2026

Sealed Item Rate Call of Quotations are invited for and on behalf of IIIT Agartala, from Central & State Public Sector Undertaking / Enterprise and eligible Contractors / Firms / Agencies of appropriate class registered with state PWDs/ CPWD/ MES Railway/ P & T as per following table:-

Sl. No.	Description	Time for Completion	Last date of submission of bid/ offers	Date of opening (if possible)
1	Procurement of electrical items (BLDC Fans and LED Tube Lights) for Gomti and Dhalai Hostel at IIIT Agartala.	15 (Fifteen) days	08/07/2026 Upto 2:30 pm	08/07/2026 at 3:30 pm (if possible)


Documents are available in institute website should be downloaded and submitted to the form of hard copy to office of the Institute Engineer, IIIT Agartala in sealed envelope and should be properly Sealed & Superscripted. For any enquiry, please contact by e-mail to bsaha64@gmail.com/ ie@iiitagartala.ac.in before the last date of submission of tender.

Details are available in the websites: <http://www.iiitagartala.ac.in>


OSD, IIIT Agartala
PRANAY PAL, OSD
IIIT, AGARTALA.

Copy to:-

1.	P. S. to the Director, for kind information of the Director.
2.	The Dean (P&D), for kind information.
3.	The Institute Engineer, for information and necessary action.
4.	The Head (F&A), for kind information.
5.	Mr. Kamal Kanti Paul, System Administrator, NIT Agartala with request for launching of this Notice in the IIIT Agartala website


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No.F.1(3)/IIIT/2025/GOMTI/2025/256-61

Date : 24/06/2026

NOTICE INVITING CALL OF QUOTATION

To

Dear Sir,

Quotation in sealed cover superscribed appropriately in response to Enquiry No.F.1(3)/IIIT/2025/GOMTI/2025/ 256-61 dated 24/06/2026 are invited for "Procurement of electrical items (BLDC Fans and LED Tube Lights) for Gomti and Dhalai Hostel at IIIT Agartala" of under-mentioned items as per Annexure-A so as to reach this institute latest by 2.30 PM on 08/07/2026 which will be opened on the same day at 03.30 PM (if possible).

The quotation shall normally remain valid for a minimum period of 90 days from the date of opening.

No reasons for non-acceptance on account of receipt delay will be entertained, the responsibility of its timely submission by due date vests with you.

The quotation shall be filled in with the consideration to the instruction printed overleaf.

- Note:-** (1) Enquiry Letter No. and due date should be mentioned on the top of envelope.
(2) Any other terms and conditions be mentioned separately and clearly.

Yours Sincerely

OSD
IIIT Agartala
PRANJIT TAL, OSD
IIIT, AGARTALA



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1. **Schedule of requirements :-**

Sl. No.	Description of Goods/Service	Quantity
	As detailed in the Annexure-A.	

2. **Specifications and allied Technical Details :-**

As detailed in the Annexure-A.

3. **Format of Quotation (tick appropriate box)**

It is a one-part bid; please give all technical specifications and piece bid in one envelope.

4. The bid envelope should be super-scribed with :-

Bid for:-

“Procurement of electrical items (BLDC Fans and LED Tube Lights) for Gomti and Dhalai Hostel at IIIT Agartala”

Enquiry No.F.1(3)/IIIT/2025/GOMTI/2025.

5. Quotations should be valid for a period of **90 days** from the closing date of submission the bid.

6. Some important dates:

- Pre-bid Conference: Not applicable
- Last date for receipt of Quotations: Date: 08/07/2026 Time: 2.30 P.M
- Opening of techno-commercial bid: Not applicable
- Date of Opening : Date: 08/07/2026 Time: 3.30 P.M. (if possible)

7. **Warranty:- 1(One) year.**

8. Please go through the enclosed “bid document” carefully for other bidding instructions.



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- 9.(a) Please send your quotations by Registered/Speed Post or Courier (*) Service to:

The Institute Engineer, Estate Section,
IIIT, Agartala,
Barjala, Jirania, West Tripura, Pin-799046.

OR

- (b) Please drop the quotation in the Box kept in the office of the **Institute Engineer, Estate Section** during the normal working hours of the Institute. Please do not hand over the quotation to any person by hand.
10. All formalities for Road Permit/ Tax Clearance should be completed by Bidder/ Supplier. The Institute will not take any responsibility for the same.
11. For technical details, you may contact: E-mail: bsaha64@gmail.com/ ie@iiitagartala.ac.in

(*) Quotations received after the date & time stipulated in the notice are liable for rejection.



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INSTRUCTIONS TO QUOTATIONS

1. Quotation received after the due date will not be considered.
2. Quotation must be filled in legibly and overwriting/corrections, erasures etc. if any, must be duly attested, and ON YOUR LETTER HEAD ONLY.
3. The rates shall quoted according to the units indicated in the enquiry letter and the rates preferably include basic price, making charges, taxes, duties etc. also these charges shall be shown distinctly and separately.
4. All rates should be based on delivery by the supplier at NIT Agartala Complex.
5. The exact delivery period shall invariably be mentioned in the quotation.
6. Payment: 100% will be made in INR (Indian National Rupees) after successful supply.
7. All payments due under the contract shall be paid after deduction of statutory levies at source (like ESIC, IT (TDS), GST, LBT / Octroi etc.), wherever applicable.
8. A PO when placed, must be completed in full within the period indicated on the order. Failure which the order liable to be cancelled without notice and the work will be completed elsewhere at your risks and cost.
9. The Institute reserves the right to accept or reject any quotation or part thereof without assigning any reason thereof.
10. Name of the Firm / Agency / Dealer / Supplier with full address including contact number and email id etc.
11. Trade License issued by Government / Statutory Body or Company Registration on the item(s) related to this enquiry.
12. GST Registration of the Supplier/Firm.
13. PAN Registration of the Supplier/Firm.
14. Service Support details (if applicable)
15. Manufacturers Authorization Form (MAF) (if applicable)
16. Certificate under MSME, NSIC, Make-in-India & Startup as per Govt. of India Norms (if applicable).
17. Supplier/Firm should accept all Terms & Conditions of Enquiry Letter.



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TERMS & CONDITIONS FOR SUBMISSION OF QUOTATION

- 1. Rate:** The rate quoted must be net inclusive of packing, forwarding, freight, and all other incidental charges. The risk of damage or loss in transit if any will be the suppliers. All taxes and duties (as per rules) are inclusive.
- 2. Delivery:** Store at Estate Section, IIIT Agartala Campus by Supplier or Registered Transport under sale tax department of Govt. of Tripura.
- 3. All formalities for road permit and tax clearance should be completed by the Supplier.** IIIT Agartala will not take any responsibility for arranging road permit/tax clearance and shall not take any responsibility for any delay for delivery at IIIT Agartala.
- 4. Period of completion:** Within **15 days** from the date of receipt of the purchase/work order.
- 5. Invoice:** Invoice/Bill/Challan indicating the product serial number should be raised in the name of the OSD, IIIT Agartala.
- 6. Liquidated damage:** - For late delivery, Liquidated damages at 0.5% per week in respect of the total contract value.
- 7. IIITA is registered with the Department of Scientific and Industrial Research(DSIR), Government of India for the purpose of availing Customs Duty exemption vide No.TU/V/RG-CDE(1053)/2017 dated 15.03.2018. If it is required subsequently, IIITA may provide relevant exemption certificate as per request of the supplier.**
- 8. Terms of payment:** 100% will be made against successful supply.
- 9. For any enquiry, please contact with Institute Engineer.**
- 10. All disputes/ Arbitration:** All disputes should be attempted to resolve mutually between the IIIT Agartala and the supplier through discussion and arbitration. The Arbitrator shall be appointed by the Director, IIIT Agartala. Failing which, all disputes shall be under the jurisdiction of Courts at Agartala only.
- 11. Warranty:** The quotation must contain the terms of warranty, and extended warranty, if available.
- 12. Submission of Quotation:** All quotations must be forwarded in sealed cover addressed to the authority mentioned pre-page, so as to reach within the specified period. The reference to the Enquiry No. and the last date for submission must clearly be super-scribed on the sealed envelope.
- 13. Opening of Quotation:** Every quotation will be opened at the office of the concerned Department/Centre, IIIT, Agartala at the time on the tender form. A firm may send its accredited representative to witness the opening if it so desires.
- 14. Period of Validity:** A quotation shall remain valid for acceptance at least for a period of 90 days from the date of opening.
- 15. Rejection of Offers:** The Institute reserves the right to ignore or reject any offer including the lowest one without assigning any reason.
- 16. For technical details, please contact:**

Institute Engineer, Estate Section, Email : bsaha64@gmail.com/ ie@iiitagartala.ac.in



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ANNEXURE -A

Name of Work :- Procurement of electrical items (BLDC Fans and LED Tube Lights) for Gomti and Dhalai Hostel at IIIT Agartala.

Sl. No.	Item Name and Description	Qty	Rate	Amount
1	1200 mm Sweep BLDC Ceiling Fan without Remote.	83 Nos.		
2	400 mm Sweep BLDC Wall Mounted Fan without Remote.	6 Nos.		
3	24 Watt LED Tube Light	82 Nos.		

Total (including GST)