



IIM NAGPUR

भारतीय प्रबंध संस्थान नागपुर
Indian Institute of Management Nagpur

IIMN/119/2022-23/25 dated 20/07/2022

INDIAN INSTITUTE OF MANAGEMENT NAGPUR



TENDER DOCUMENT

**Supply Installation of Curtain rods & Sanitary accessories for
IIM Nagpur Mihan Campus.**

Part-1 Technical bid

Client

CAO

Indian Institute of Management Nagpur – 440010

Email : purchase@iimnagpur.ac.in

Phone no. 07122870321/07122870320



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भारतीय प्रबंध संस्थान नागपुर
Indian Institute of Management Nagpur

IIMN/119/2022-23/25 dated 20/07/2020

NOTICE INVITING TENDER (Offline mode)

Tender no: Ref. No. IIMN/119/2022-23/25 Dated 20/07/2022

1. Bids are invited under two bid system **Supply Installation of Curtain rods & Sanitary accessories for IIM Nagpur Mihan Campus.** (hereinafter to be referred as "IIMN"). The bids are to be submitted in a sealed envelope as per the timelines below. Tender Document is available on IIMN Website- www.iimnagpur.ac.in/tenders/

Bid Publishing Date	20/07/2022
Pre bid Meeting/site visit	01/08/2022 at 11.00 AM
Last date of Bid Submission	10/08/2022; by 11.00 AM
Technical Bid Opening Date	10/08/2022; at 11.30 AM
Financial Bid Opening Date – Price Bids of only those bidders whose Technical Bids are complete in all respects will be opened.	10/08/2022 at 03.00 PM (May be changed if technical bid evaluation is delayed)

Sealed Bids (with the Tender No. clearly written on the envelope) should reach at the below address before the last date:

IIM Nagpur Plot No.1,
Sector 20,
MIHAN
Nagpur - 441108

Chief Administrative Officer
Indian Institute of Management
Nagpur



Chapter 1

PART 1 – Technical Bid		
Sealed bids are invited from bonafide, experienced & reputed dealers of financial standing for the job given below:		
101	Name of work	Supply Installation of Curtain rods & Sanitary accessories for IIM Nagpur Mihan Campus
102	Reference no.	Tender no : IIMN/119/2022-23/25 Dated 20/07/2022
103	Details of bidder	Annexure A to be filled, signed and stamped and submitted with the bid.
104	Tender fees	Nil
105	Tender processing fees	Nil
106	Earnest Money Deposit (EMD)	A Bid Security Declaration is to be submitted by the bidder in lieu of EMD. The format (Attached as Annexure B) shall be printed on the bidder's letterhead, signed and stamped by the authorized signatory and submitted with the PQ & Technical Bid.
107	Contract Period	1 months from the date of issue of Work order OR date of approval by Institute authority (Whichever is later). Extendable for the reasons beyond contractor's control and upon institute's recommendation.
108	Liquidated Damage	Delivery shall be considered complete when full quantities of all items are in fully functional condition at designated delivery location as per the instruction of the representative of IIMN. For late delivery (LD) the liquidity damage shall be @1% of the contract amount per week delay. Maximum up to 5%. Beyond 5 weeks of delay in delivery, the order will be deemed cancelled.
109	Initial Security Deposit (ISD)	Initial security deposit (ISD) @ 3% of the Contract Value to be paid within One week of award of contract.
110	Interest on Security Deposit	No interest will be paid on any deposit
111	Release of ISD	On completion of defect liability period
112	Defect Liability Period	12 months from the date of installation of all the items of the contract and certified by IIMN authorities.



113	Conditional Bids	Conditional bids or Bids based on the process / basic schemes other than mentioned and / or not conforming to the technical specifications / requirements of the Bidding documents will not be considered.
114	Contract Agreement	IF REQUIRED BY Indian Institute of Management Nagpur (hereinafter to be referred as IIMN), the successful Bidder has to execute a contract Agreement with IIMN on the non-judicial stamp paper of Rs. 100/- (Rupees One hundred only). The cost of stamp paper shall be borne by successful Bidder. IIMN reserves the right to amend the terms & conditions of contract after Mutual discussions and shall only be in writing.
115	Insurance	The bidders have to take the responsibility of its manpower & material. For any incidental loss IIM Nagpur will not be held responsible. The successful bidder has to indemnify IIMN for any consequential loss arising out of any negligent act.
116	Work and risk cost	The Institute reserves the right to get the whole or part of the order executed by some other agency at the risk and cost of the contractor if it is found that the quality and/or the progress in respect of whole or part of the supply is not satisfactory.
117	Indemnity	The Contractor shall indemnify and keep indemnified the Institute against all losses and claims for injuries and or damages to any person or property. The contractor shall abide by and observe all statutory laws and regulations in matters of Labour Law, Factory Act, Explosive Act, Workmen Compensation Act, Sales Tax, Royalty, Excise Duty, Octroi, Works Contract, etc. and shall keep the Institute indemnified against all penalties and liabilities of every kind for breach of any such statute ordinance or law/regulations or Bylaws. <u>The Contractor shall not employ child labour.</u> Payment to workers must be according to Minimum wages act.
118	Compliance with owners' rules and regulations	The Contractor shall comply with all norms stipulated by the Owner such as Gate Passes, Checking, Maintenance of Cleanliness, Discipline & Decency at and Around the work site, Safety Precautions and Safety Regulations.
119	Arbitration	If any dispute, difference, controversies or claims of any kind whatsoever shall arise between IIMN and the successful bidder, they shall seek to resolve any such dispute or difference by amicable mutual consultation and deliberation in good faith within 21 days from the date of intimation of such dispute, difference, controversies or claims by referring it to the Director of IIMN by the successful bidder. If IIMN and successful bidder fail to resolve such dispute or difference, controversy, or claim by mutual consultation, then either Party may give the other, a formal notice in writing that the dispute, difference, controversy or claim exist specifying its nature, the point(s) in issue and its intention to refer such disputes,



		differences, controversies, or claims to arbitration under the Arbitration and Conciliation Act, 1996. The sole arbitrator shall be appointed by Director IIMN having requisite technical expertise to adjudicate such nature of disputes. The decision of sole arbitrator shall be binding on both the parties. Arbitration shall be held in Nagpur, India and the arbitration proceedings shall be conducted in the English language. The arbitrator will be requested to give their award in 60 days' time. The award shall be a reasoned award and the same shall be final and binding on the Parties. The award shall be entered in the courts at Nagpur and such courts may order enforcement of the award against the Parties and their respective successors and permitted assignees. The costs and expenses of the arbitration shall be borne by equally by both the parties. The courts in Nagpur shall have the exclusive jurisdiction.
120	Prices, Taxes & Duties	The Bidder should quote firm prices/ rates inclusive of all Taxes like Duties, Levies, Personal Tax, Corporate Tax, worker welfare cess, etc. and all other expenditure required to be incurred by him/her for providing required construction work etc. during the contract period as indicated under his contract and afterwards no variation on any account unless otherwise specifically mentioned will be allowed. (The contractor will indemnify IIM-Nagpur against all statutory liabilities present and future, arising out this contract.) Please mention GST % and Rates including GST in the Price bid. No additional payment will be made. Price Bids are to be filled in the given format only.
121	Bid Validity	The bid submitted by bidder shall remain valid for a period of THREE Months from the date of opening of offer. Bidder shall not be entitled during this period to revoke or vary the content of Bid or any term thereof. In such case of making any variation subsequent to submission of bid at their own, the offer shall be treated as "REJECTED."
	Award of similar type of work on same rates	Upon mutual consent, the client may award Purchase order for the items in this tender based on these rates, for which the rates may be valid up to 1 year from the date of issue of Purchase Order.



122	Rejection of bid(s)	The Owner reserves the right to reject any or all the tenders relating to the work under this Tender Document without assigning any reason whatsoever. i) To permit any bidder to resubmit its shortfall documents ii) To negotiate the price with L-1 iii) To suspend, discontinue, modify and/or terminate the Tendering process at any time without assigning any reason whatsoever
123	Quantum of work	The quantities given in the "SCHEDULE OF QUANTITIES" (Part-2, Price Bid) are approximate only and may vary at the time of issue of Purchase Order. The bidder is therefore, advised to quote very carefully. No claim for compensation from the Contractor shall be entertained due to any variation in quantities (irrespective of the quantum of variation) OR deletion of any item. The rates fixed for the contract shall remain same throughout the contract period. Actual executed quantities shall be measured and paid.
124	Assignment and sub-contracting	The Contractor shall not assign, sub-contract or sub-let the whole or any part of the contract in any manner. In case of on unavoidable circumstances, the contractor shall be able to do it with approval of the owner of premises. However, the job shall be sublet only to the party approved by the owner.
125	Interpretation	The Special conditions of Contract shall be read in conjunction with all other documents forming this contract. Notwithstanding the subdivisions of the documents into these separate sections, every part of each shall be deemed to be supplementary to and complimentary of every part and shall be read with the complete contract document.
126	Delivery	The delivery will be considered complete when all the items as per Purchase Order are supplied and installed at the Institute's premises and inspected by the institute authority.
127	Payment of Bills	Payments will be made by crossed account payee cheques only OR e - payment.
127.1	Running Account Bills	Running bills will be release upon certification by the Engineer in charge (cursery check) within 15 days of the submission of bill, maximum up to three RA bills.
127.2	Final Bill	Payments will be made within 21 days after submission of bills by agency provided the bills are complete in all respect and duly authenticated by the specified Officer(s) of the Owner after completion of the work in all respect.
127.3	Advance against material on site	Not Applicable



128	Escalation / De-escalation of rates	Prices/Rates quoted will be firm during the entire duration of contract.
129	Water	Free of Cost at one point by IIM-Nagpur
130	Electricity	Free of Cost at one point by IIM-Nagpur
131	Non tender items/ Extra Items	In case of items which the contractor has to execute which are not covered in the tender, the rates shall be paid based on rate analysis duly certified by engineer in charge and the profit margin would be 15% inclusive of all taxes EXCEPT GST as applicable
132	Method of Measurement	Priority -1 = Actual Nos. / length / area / volume / weight to be measured and paid. Priority - 2 = As per relevant code of measurement for works unless specified otherwise in respective item.
133	Force Majeure	If the whole of any part of the performance by the Parties of any part of their respective obligations hereunder is prevented or delayed by causes, circumstances or events beyond the control of the Parties including delays due to floods, fires, accidents, earthquakes, riots, explosions, wars, hostilities, acts of government, custom barriers, or other causes of like character beyond the control of the Parties, then to the extent the Parties shall be prevented or delayed from performing all or any part of its obligations hereunder by reason thereof despite due diligence and reasonable efforts to do so notwithstanding such causes, circumstances or events, the Parties shall be excused from performance hereunder for so long as such causes, circumstances or events shall continue to prevent or delay such performance.
134	Exit Clause	The vendor has to complete the works within the time schedule mentioned at clause No.107, and on failing to do so, the vendor shall be notified on expiry of such delivery schedule. Even after such notice, if the vendor fails to complete its work to its entirety and hand over the same to IIMN for its use within two weeks from the date of issue of such notice, the order/contract shall be deemed to be cancelled without any further notice to the vendor. Notwithstanding anything in this clause, IIMN shall be at its liberty to impose LD/penalty as mentioned in clause no.108 on the vendor as it deemed fit. The vendor shall not be allowed to remove any material pertaining to incomplete work, and IIMN shall not be liable to make any payment for the incomplete work."
135	Precedence Clause:	In the case of any ambiguity in interpretation, the Price bid will supersede the Technical Qualification bid and decision by Asst. Manager (A&C), IIMN on the interpretation of the entire contract terms and conditions will be final and binding to all.



136	Mathematical error	During the opening of price bids the total quoted amount will be declared. However, during calculation verification if there is any error found in total amount, the agency will be called for clarifications. The rates quoted by the agency will be considered firm and hence the amount will be worked out by multiplying the rate with quantity. The rate will not be allowed to be changed in any case. However, decision by Asst. Manager (A&C), IIMN on the interpretation of the entire contract terms and conditions will be final and binding to all.
	Award of Contract	The Overall lowest bidder will be awarded the contract.
	Undertaking	The bidder has to attach an undertaking on the letterhead of the company that they have not been blacklisted by any organization.
	Bid format	The bid shall be submitted in 2 separate envelope in the order as follows.
	Sealed Envelope - 1	Technical BID -Legible copies of documents mentioned in duly self-attested by bidder to be submitted along with the PQ BID documents as per chapter 2 and document checklist, Tender documents as issued from IIMN office or download from IIMN website to be submitted and must be stamped with bidder's seal & signature on each page.
	Sealed Envelope - 2	Price bid -documents downloaded from IIMN website to be filled and signed with bidder's seal.



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Chapter 2

Eligibility Criteria for Bidders:

Sr.	Description	Remarks (Documents to be attached)
1	The bidder should be in authorized enlisted supplier/distributor of items required or civil construction/civil maintenance for a minimum period of THREE years as on 31.03.2021. The right to accept contracting business of the vendor will rest with IIMN	Please attach proof of authorized dealership/Distributor certificate. Please submit relevant document as a proof that the firm is in business for the period mentioned The right to accept the contracting business of the vendor will rest with IIMN.
2	The annual turnover of the bidder in last three consecutive financial years as on 31.03.2020 (For FY 2018-19, 2019-20 & 2020-21) shall be Minimum. Rs: 15 lakh	Please attached Chartered Accountant's certificate / Signed copies of audited accounts (Balance sheet & Profit and loss accounts) duly certified by the Chartered Accountant. Fill in Annexure C
3	Bidder should not have been blacklisted to supply from any government organization.	An undertaking on the Bidder's letterhead to that effect should be attached with the Technical Bid.

Desirable Conditions –

1. The bidder should have a dealership / business office in Nagpur



Chapter 3
Scope of Work

1. The selected vendor will be responsible for **Supply Installation of Curtain rods & Sanitary accessories** as per below mentioned Quantity and location at IIM Nagpur MIHAN Campus.
- 2.

Sr.no	Item Description	Length (Meter)	Unit	No. of Quarters	Total Quantity (Meter)
1	Providing and fixing curtain rods Complete 25mm diameter of 1.25 mm thick nickel plated MS pipe with two nickel plated MS brackets as per the sample available in Stores & Purchase office fixed with screws and wooden plugs/Pvc plugs etc, at ends Fixing of Curtain rods in varying sizes as per the instructions of Engineer-in-charge.				
A	Staff Quarters - Block A1				
	Hall Balcony window DW1	4.850	Rmtr	14	67.90
	Hall to Washing area Window W6	1.450	Rmtr	14	20.30
	Master bedroom to balcony window W1	2.310	Rmtr	14	32.34
	Master bedroom fix window W4	0.940	Rmtr	14	13.16
	Study room Window W2	1.650	Rmtr	14	23.10
	Bedroom 2 openable Window W3	1.950	Rmtr	14	27.30
B	Staff Quarters - Block B1 & B2 (02 block -28 nos)		Rmtr		
	Hall Balcony window DW2	3.400	Rmtr	28	95.20
	Hall to Washing area Window W6	1.450	Rmtr	28	40.60
	Master bedroom to balcony window W1	2.310	Rmtr	28	64.68
	Bedroom 2 openable Window W7	2.310	Rmtr	28	64.68
C	Faculty Quarters- 11 block = 44 Nos		Rmtr		
	Hall Balcony Big window DW1	5.000	Rmtr	44	220.00
	Hall Balcony window DW2	3.250	Rmtr	44	143.00
	Bedroom 1 near dinning to balcony door DW4	1.270	Rmtr	44	55.88
	Bedroom 1 window W1	2.360	Rmtr	44	103.84
	Bedroom 1 Fixed W2	0.970	Rmtr	44	42.68
	Bedroom 2 Window W1	2.360	Rmtr	44	103.84
	Bedroom 3 near dinning to balcony door DW4	1.270	Rmtr	44	55.88
	Bedroom 3 window W1	2.360	Rmtr	44	103.84
	Bedroom 3 Fixed Window W2	0.970	Rmtr	44	42.68
	Kitchen to hall window open	0.900	Rmtr	44	39.60
		Total	Rmtr		1361.00



Sr.no	Item Description	Unit per Quarter	Unit	No of Quarters	Total Quantity (Nos)
2	Providing and fixing Nickel plated intermediate brackets fixed with screws and wooden plugs etc wherever necessary complete.				
A	Staff Quarters - Block A1	4		14	56.00
B	Staff Quarters - Block B1 & B2 (02 block -28 nos)	4		28	112.00
C	Faculty Quarters- 11 block = 44 Nos	7		44	308.00
		Total	No's		476.00
3	Providing and fixing nickel plated End caps fixed with screws and wooden plugs etc wherever necessary complete. as per the sample available in Stores & Purchase office				
A	Staff Quarters - Block A1	6		14	168.00
B	Staff Quarters - Block B1 & B2 (02 block -28 nos)	4		28	224.00
C	Faculty Quarters- 11 block = 44 Nos	10		44	880.00
		Total	No's		1272.00
4	Providing and fixing Stainless steel towel rack complete with brackets fixed to wooden cleats with CP brass screws with concealed fittings arrangement of approved quality and colour. 600 mm long towel rail with total length of 635 mm, width 200 mm. (Make - Cera, Jaguar, Johnson, Hind ware)				
	EEP			60	
	H4			50	
		Total	Nos		110
5	Providing and fixing Stainless steel towel rail 10 mm dia and 450 mm long including all accessories complete. (Make -Cera, Jaguar, Johnson, Hind ware)				
	EEP			60	
	H4			50	
		Total	Nos		110

1. The delivery and installation to be completed within 1 Month from the issue of work/Purchase order.
2. The vendor will plan for the installation with the institute authorities and deploy sufficient manpower for the same.
3. The vendor will be responsible for after-sales service for the period of 1 year for manufacturing defects.



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Annexure A

PARTICULARS OF BIDDER

SR.NO	DESCRIPTION	
1	Name of the bidder	
A	Trade Name (in Block letters)	
B	Status of the Bidder (Proprietorship/Partnership/LLP/Limited Co.) In Block letters)	
2	Postal Address for communication	
3	Telephone No.	
4	E-mail / Website address (if available)	
5	PAN (Enclose self-attested photocopy)	
6	GSTIN (GST Registration No.) (If applicable) (Enclose self-attested photocopy)	

I/We hereby declare and affirm that I/we have read and understood the terms and conditions of this tender/quotation/NIT as stipulated in the tender notice No IIMN/119/2022-23/25 Dated 20/07/2022. Accordingly, I/ we accept the terms and conditions and hereby offer the rates for **“Supply Installation of Curtain rods & Sanitary accessories for IIM Nagpur Mihan Campus”** as per Price Bid.

Signature _____

Date _____

Official seal of bidder _____



FORMAT OF BID SECURITY DECLARATION FROM BIDDERS IN LIEU OF EMD
(On Bidder's Letter head)

I / We, the authorized signatory of M/s, participating in the tender No. IIMN/119/2022-23/25 Dated 20/07/2022 for **“Supply Installation of Curtain rods & Sanitary accessories for IIM Nagpur Mihan Campus s**, do hereby declare:

- (i) That I / we have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD is being deposited for the said tender.
- (ii) That in the event we withdraw / modify our bid during the period of bid validity or I/we fail to execute formal contract agreement within the given timeline or I/we fail to submit a Performance Security within the given timeline or I/we commit any breach of Tender Conditions / Contract which attracts penal action of forfeiture of EMD

Then I/we will be suspended from being eligible for bidding / award of all future contract(s) of Indian Institute of Management Nagpur for a period of one year from the date of committing suchbreach.

Signature of Authorized Signatory of bidder

Name of Authorized Signatory

Company Name



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IIMN/119/2022-23/25 dated 20/07/2020

Annexure-C

Sr.no	Year	Annual turnover	Profit & loss
1	2018-19		
2	2019-20		
3	2020-21		

Signature _____

Date _____

Official seal of bidder _____



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Annexure D

Technical Bid

Please fill in the proposed products brands and models with specifications (as per scope of work Chapter 3) for which the rates are quoted in the Price Bid.

Please DO NOT quote rates here.

Item. No.	Item	Brand & Model	Specifications as per Scope of Work (Yes / No)
1	Providing and fixing curtain rods Complete 25mm diameter of 1.25 mm thick nickel plated MS pipe with two nickel plated MS brackets as per the sample available in Stores & Purchase office fixed with screws and wooden plugs/Pvc plugs etc, at ends Fixing of Curtain rods in varying sizes as per the instructions of Engineer-in-charge.		
2	Providing and fixing Nickel plated intermediate brackets fixed with screws and wooden/PVC plugs etc wherever necessary complete.		
3	Providing and fixing nickel plated End caps fixed with screws and wooden plugs/PVC etc wherever necessary complete. as per the sample available in Stores & Purchase office		
4	Providing and fixing Stainless steel towel rack complete with brackets fixed to wooden cleats with CP brass screws with concealed fittings arrangement of approved quality and colour.600 mm long towel rail with total length of 635 mm, width 200 mm. (Make - Cera, Jaguar, Johnson, Hind ware)		
5	Providing and fixing Stainless steel towel rail 10 mm dia and 450 mm long including all accessories complete. (Make -Cera, Jaguar, Johnson, Hind ware)		



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I/We hereby declare and affirm that I/we have read and understood the scope of work as per Chapter 3 of the tender notice No *IIMN/119/2022-23/25 dated 20/07/2022*. Accordingly, I/ we hereby offer the above products and the rates for the same are quoted in the Price Bid.

Signature_____

Date_____

Official seal of bidder_____



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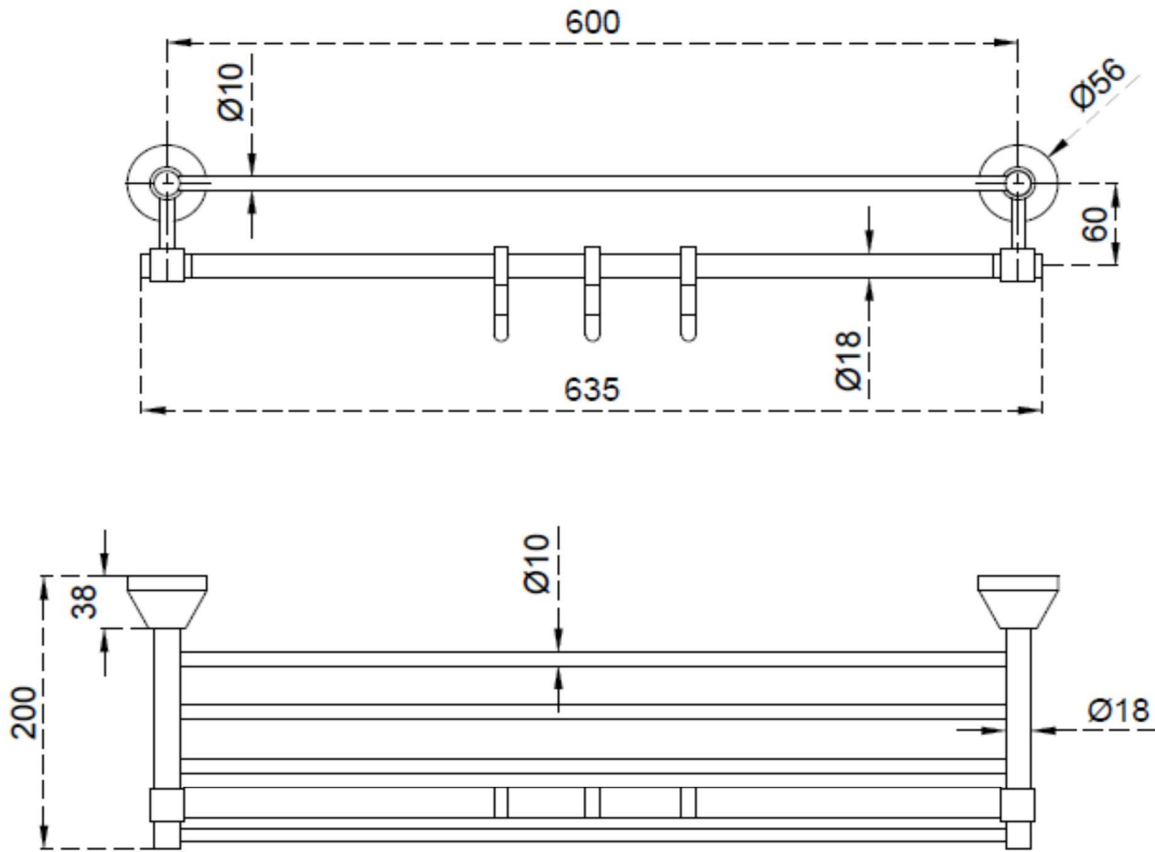
CHECK LIST OF DOCUMENTS TO BE SUBMITTED

Bidder is required to fill-up this checklist and submit with the PQ and Technical bid:

Sr.no	Description	Compliance YES/NO / Document attached	Bid document Reference
1	Particulars of bidders (Annexure A)		
2	Bid security declaration (Annexure B)		
3	PAN		
4	GST Registration		
5	Proof of authorized dealership if any		
6	Proof of bidder as per Eligibility criteria Chapter 2		
7	The annual turnover of the firm in last three consecutive financial years as on 31.03.2021 (For FY 2018-19, 2019-20 & 2019-21) shall be minimum Rs: 25 lakh Annexure C		
8	Annexure D Technical Bid		
9	Undertaking – Not blacklisted from any government organization		



Technical Drawing **ACCESSORIES** Towel rack 600 mm (24")

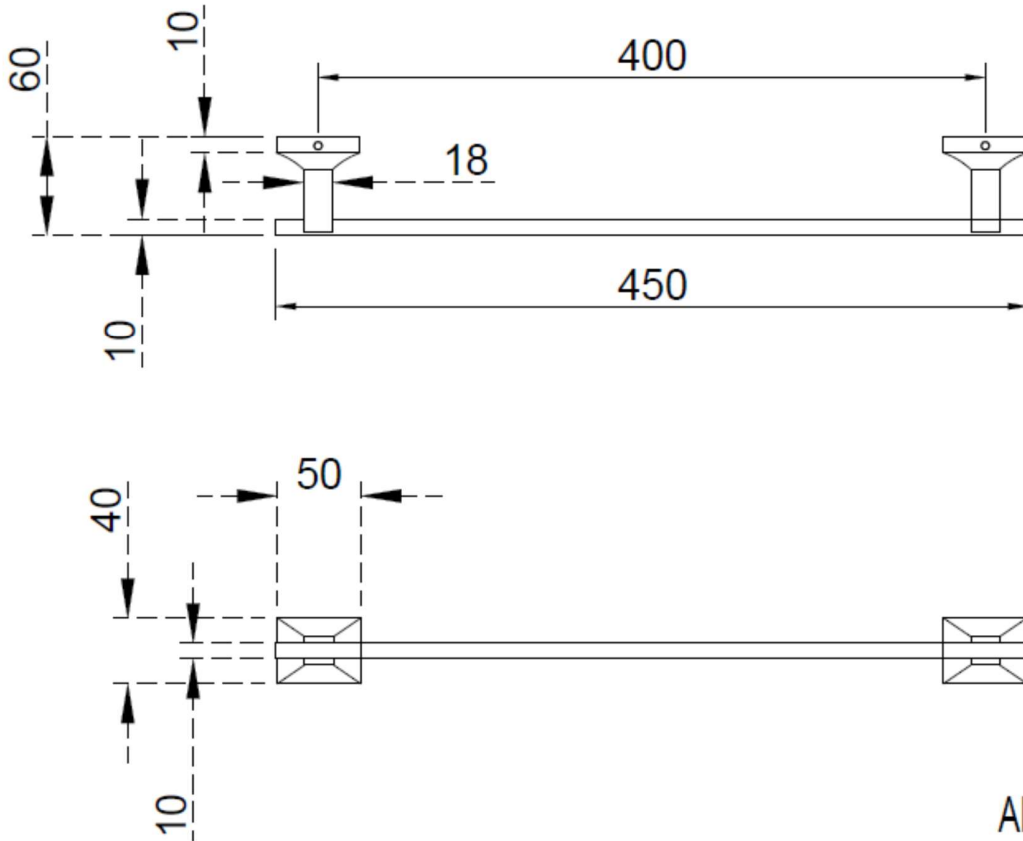


All dimension are in mm



Technical Drawing

ACCESSORIES Towel Rail 450 mm (18")



All dimension are in mm



Chapter -4

Price Bid (Part-II)

Tender No: IIMN/119/2022-23/25 Dated 20/07/2022

(To be submitted in separate envelope)

NAME OF WORK: Tender Supply Installation of Curtain rods & Sanitary accessories for IIM Nagpur Mihan Campus

The Bidder's Name					
Sr.no	Item Name Brand, Model (As quoted in technical Bid)	Quantity	GST %	Rate per unit Including GST (in figures)	Amount (Rate x Qty.)
1	Providing and fixing curtain rods Complete 25mm diameter of 1.25 mm thick nickel plated MS pipe with two nickel plated MS brackets as per the sample available in Stores & Purchase office fixed with screws and wooden plugs/Pvc plugs etc, at ends Fixing of Curtain rods in varying sizes as per the instructions of Engineer-in-charge. As per the sample available in Stores & Purchase office	1361 Meter			
2	Providing and fixing Nickel plated intermediate brackets fixed with screws and wooden/PVC plugs etc wherever necessary complete. As per the sample available in Stores & Purchase office	476 Nos			
3	Providing and fixing nickel plated End caps fixed with screws and wooden plugs/PVC etc wherever necessary complete. As per the sample available in Stores & Purchase office	1272 Nos			
4	Providing and fixing Stainless steel towel rack complete with brackets fixed to wooden cleats with CP brass screws with concealed fittings arrangement of approved quality and colour.600 mm long towel rail with total length of 635 mm, width 200 mm. (Make - Cera, Jaguar, Johnson, Hind ware)	110 Nos			



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Sr.no	Item Name Brand, Model (As quoted in technical Bid)	Quantity	GST %	Rate per unit Including GST (in figures)	Amount (Rate x Qty.)
5	Providing and fixing Stainless steel towel rail 10 mm dia and 450 mm long including all accessories complete. (Make -Cera, Jaguar, Johnson, Hind ware)	110 Nos			
Total Amount including Freight/Transit Insurance/Installation and all Taxes and duties:					

Total Amount in words (including GST) - _____

Note- Quantities mentioned above may increase or decrease as per actual requirement. Bills will be paid as per Actual supply, inspection by IIMN Authorities

Name of Bidder -

Signature -

Seal