



भारतीय राजमार्ग अभियन्ता अकादमी

(सड़क परिवहन एवं राजमार्ग मंत्रालय, भारत सरकार)

Indian Academy of Highway Engineers

(Ministry of Road Transport and Highways, Govt. of India)

A-5, Sector-62, Institutional Area, NH-24 Bypass, Noida-201301, UP, India

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All communications to this office should be addressed to the Director by designation and not by name

IAHE/F&A/10/Dry-cleaning/2014-15

21st Aug. 2014

Notice Inviting Quotations (NIQ)

To,

As per list identified
through Internet/ local enquiry
& web site of IAHE

Sub: Laundry Services at Indian Academy of Highway Engineers (IAHE), A-5, Sector-62, Noida for the year 2014-15 - Dry cleaning of items thereof

Sir,

Your quotations may be submitted to Director IAHE in a sealed envelope super scribing "Quotation for Laundry Services at Indian Academy of Highway Engineers (IAHE), A-5, Sector-62, Noida - Dry cleaning of items thereof in response to NIQ No. IAHE/F&A/10/Dry-cleaning/2014-15 dated 21st Aug. 2014", so as to reach latest by 27th Aug. 2014, 03:00 PM in the format given below as per the following terms and conditions. In the quotation, the letter number and date of this NIQ may be mentioned.

2. Eligibility criteria for opening of Quotation:

- The firm should submit a copy of PAN card of the firm / proprietor at the time of submission of the Quotation in a separate envelope (containing the name of the Firm) which may be submitted along with the envelope containing the Quotation.
- The Quotations of only those firms, who have submitted a copy of PAN Card as mentioned above shall be opened.

3. **Format** of Quotation is at **Annexure –A**. The Firms are required to submit the Quotation in the given Format. Quotations which are not as per given format shall be treated as non responsive. The **Quotation of the Firms as mentioned at 2 (b) above shall be opened in the presence of representatives of the Firms (who choose to attend) on 27th Aug. 2014**. Unopened Quotations shall be returned to the Firms after completion of the Bidding Process.

4. Award of Work –

The work shall be awarded to the Firm whose Quotations are opened, found responsive and whose "Financial Quote" is the Lowest. Financial quotation has been defined as the total cost quoted by a firm for all items mentioned in Annexure-A. Work Order shall be issued to the Firm (Hereafter called the "Service Provider") for this job only.

5. Terms & conditions

- (i) The "Service Provider" is to carry out Dry Cleaning of Laundry of IAHE as required by IAHE.
- (ii) The "Service Provider" shall pick up the Laundry for Dry Cleaning from IAHE campus (at its own cost) as required by IAHE and shall deliver the same after Dry Cleaning at IAHE Campus (at its own cost) within a period of 5 Working days from the date of Picking up of the Laundry from IAHE campus.
- (iii) Items required for Dry Cleaning are as given in the Format for Quotation i.e. Annexure-A. However, quantities of various items may be increased or decreased as per requirement of IAHE.
- (iv) Payment of bill submitted by the Service Provider to IAHE shall be made through cheque or NEFT/RTGS within Ten working days of submission of the Bill by the service Provider provided the Dry Cleaned items are to the full satisfaction of IAHE.
- (v) IAHE reserves the right to withdraw/ relax any of the terms and conditions mentioned above so as to overcome the problem encountered by the contracting parties.
- (vi) Time period for completing in all respect for the said job is 2 months i.e. Service Provider shall complete the job with all respect within 2 months from the date of issue of work order.
- (vii) If the service provided by the Service Provider for any item mentioned at Annexure-A are found not upto the full satisfaction of IAHE, for that item, payment shall not be released.

Yours faithfully,



(M. Riten Kumar Singh)
Joint Director, IAHE

For
Director, IAHE

Format for Quotation for Laundry Services at Indian Academy of Highway Engineers (IAHE), A-5, Sector-62, Noida for the year 2014-15 - Dry cleaning of items thereof vide NIQ No. IAHE/F&A/10/Dry-cleaning/2014-15 Dated 21st Aug. 2014

Item No.	Items for Dry-Cleaning	Unit	Rate per Unit	Total Amount in Rupees
1	Chairs	220 nos		
2	Carpet	7100 sqft		
3	Wall Panelling	7300 sqft		
4	Single Bed Blancket	100 nos		
5	Curtains:			
a	Size: 8'x7'	4 nos		
b	Size: 6'x7'	2 nos		
c	Size: 4'x7'	5 nos		
d	Size: 8'x6'	4 nos		
e	Size: 6'x5'	81 nos		
f	Size: 8'x4½'	11 nos		
g	Size: 4'x6'	3 nos		
			Grand Total(in figure)	
			Grand total (in Words)	

I accept all the terms and conditions stated in the NIQ No. IAHE/F&A/10/Dry-cleaning/2014-15 Dated 21st Aug. 2014

Signature of Authorised Signatory of the firm

Name of the firm with date

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