



# INDIAN INSTITUTE OF MANAGEMENT SIRMAUR

भारतीय प्रबंध संस्थान सिरमौर

Dhaura Kuan, Distt. Sirmaur  
Himachal Pradesh – 173031, India

धौला कुआँ, जिला. सिरमौर  
हिमाचल प्रदेश - 173031, भारत

No.IIMS/PUR/Housekeeping Items/06/24-25

Date: 04.07.2025

## Request for Quotation

To,  
Senior Consultant (Administration),  
Indian Institute of Management Sirmaur  
Dhaura Kuan, Sirmaur, 173031

**Subject: Call for e-quotations for procurement of the Housekeeping Cleaning Materials at IIM Sirmaur, H.P.**

We solicit your password protected e-quotation for procurement of the Housekeeping Cleaning Materials at IIM Sirmaur as follows:

Quotation Format (On letter Head Only)				
Sr. No	Description of Items	Unit	Quantity	Total Cost inclusive of GST and all (in INR)
1	Lizol Floor Cleaner Lemon Flavour (5 ltr jar)	Pcs.	93	To be filled by the vendor on their letter head
2	Harpic Blue(500 ml)	Pcs.	390	To be filled by the vendor on their letter head
3	Harpic Red (500 ml)	Pcs.	120	To be filled by the vendor on their letter head
4	Colin (500 ml)	Pcs.	195	To be filled by the vendor on their letter head
5	Hand Mop (XXL) Pocha (30" * 30")	Pcs.	195	To be filled by the vendor on their letter head
6	Surf (Tide 500gm )	Pcs.	150	To be filled by the vendor on their letter head
7	Scrub Pad Green	Pcs.	65	To be filled by the vendor on their letterhead
8	Scrub pad Sponge	Pcs.	65	To be filled by the vendor on their letter head
9	Steel Scrubber	Pcs.	65	To be filled by the vendor on their letter head
10	Toilet Brush	Pcs.	30	To be filled by the vendor on their letter head
11	Broom Hard	Pcs.	105	To be filled by the vendor on their letter head
12	Broom Soft	Pcs.	110	To be filled by the vendor on their letter head
13	Godrej Air Pocket	Pcs.	230	To be filled by the vendor on their letter head
14	Room Freshener Godrej (220 ml)	Pcs.	30	To be filled by the vendor on their letter head

15	Wiper Big	Pcs.	23	To be filled by the vendor on their letter head
16	Wiper small	Pcs.	13	To be filled by the vendor on their letter head
17	Jala Brush (Cobweb brush)	Pcs.	20	To be filled by the vendor on their letter head
18	Urinal Screen	Pcs.	260	To be filled by the vendor on their letter head
19	Cloth Dusters (cotton)(18 x18) Inch	Pcs.	195	To be filled by the vendor on their letter head
20	Hit (200 ml)	Pcs.	45	To be filled by the vendor on their letter head
21	Vim Liquid Pouch (130 ml)	Pcs.	30	To be filled by the vendor on their letter head
22	Hand Wash Dettol (5 Ltr)	Cans	80	To be filled by the vendor on their letter head
23	Naphthalene Balls (100 gm)	Pkt.	70	To be filled by the vendor on their letter head
24	Toilet Paper	Roll	290	To be filled by the vendor on their letter head
25	White Phenyl (jet 5 ltr)	Pcs.	111	To be filled by the vendor on their letter head
26	Hand gloves (Household)	Pairs	50	To be filled by the vendor on their letter head
27	Garbage Bag 240 Ltr	Pcs.	250	To be filled by the vendor on their letter head
28	Garbage Bag 130 Ltr	Pcs.	150	To be filled by the vendor on their letter head
29	Garbage Bag 5 Ltr	Pcs.	1000	To be filled by the vendor on their letter head
30	Acid Jet Bottle (1 Ltr.)	Pcs.	80	To be filled by the vendor on their letter head
31	Urinal Cube	Pcs.	200	To be filled by the vendor on their letter head
32	Dustpan	Pcs.	25	To be filled by the vendor on their letter head
<b>Grand Total Amount (Inclusive of taxes &amp; all other charges)</b>				To be filled by the vendor on their letter head

**A. Instructions to the participants:**

1. The bidders have to send this RFQ after filing rates on their letter head in password protected pdf format only to IIM Sirmaur by emailing to [purchaseoffice@iimsirmaur.ac.in](mailto:purchaseoffice@iimsirmaur.ac.in) with subject line: **Quotation for procurement of the Housekeeping Cleaning Materials at IIM Sirmaur.** Kindly ensure that the quotation is signed & stamped in the .pdf format (Password protected), and free from any virus or corrupted files.
2. Quotation received without password protected shall not be considered for further process.
3. Quotations should be submitted on or before **02:00 PM by 09.07.2025 (Wednesday)** and the password has to be shared between **02:30 PM to 03:00 PM** on the same date on [purchaseoffice@iimsirmaur.ac.in](mailto:purchaseoffice@iimsirmaur.ac.in) email.
4. **The firm should attach their GSTIN & PAN copy along with the quotation.**
5. The selected vendor has to supply the requirements as per specifications.



6. Payment shall be made to the successful vendor after procurement of the Housekeeping Cleaning Materials and after successful delivery and inspection report submitted by the IIM Sirmaur.
7. **Note: Kindly submit the password protected financial quotes on your letterhead only as per the attached RFQ (Request for Quotation) along with the mentioned details & documents, please.**

Name of Firm \_\_\_\_\_

Address of the Firm \_\_\_\_\_ *To be filled*

GSTIN \_\_\_\_\_ *by the vendor*

PAN \_\_\_\_\_ *on their*

Email Address \_\_\_\_\_ *letterhead*

Contact No. \_\_\_\_\_



Dr. K. Selvanathan  
Senior Consultant (Admin)

Signature & Stamp of the Authorized Signatory

