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INDIAN INSTITUTE OF MANAGEMENT SIRMAUR

भारतीय प्रबंध संस्थान सिरमौर

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

धौला कुआँ, जिला
हिमाचल प्रदेश - 173031, भारत

Anne

क्रमांक | No. IIMS/PUR/Orientation Programme/3/26-27

दिनांक | Date: June 10, 2026

मूल्य निर्धारण हेतु निवेदन | Request for Quotation

सेवा में | To,
वरिष्ठ सलाहकार (प्रशासन) | Sr. Consultant (Administrative),
भारतीय प्रबंध संस्थान सिरमौर | Indian Institute of Management Sirmaur
धौला कुआँ, सिरमौर, 173031 | Dhaura Kuan, Sirmaur, 173031

विषय: 24/06/2026 को आईआईएम सिरमौर, हिमाचल प्रदेश में आयोजित ओरिएंटेशन कार्यक्रम हेतु स्टेज सेटअप एवं साउंड सिस्टम के लिए ई-कोटेशन आमंत्रण

Subject: Call for e-quotations for Stage setup with sound system for Orientation programme on 24/6/2026 at IIM Siramur, H.P.

आईआईएम सिरमौर, हिमाचल प्रदेश में दिनांक 24 जून 2026 को आयोजित होने वाले ओरिएंटेशन कार्यक्रम हेतु स्टेज सेटअप एवं साउंड सिस्टम की व्यवस्था के लिए आपसे पासवर्ड-संरक्षित (Password-Protected) ई-कोटेशन आमंत्रित किया जाता है। इच्छुक विक्रेताओं/सेवा प्रदाताओं से अनुरोध है कि वे निर्धारित विनिर्देशों (Specifications) तथा नियम एवं शर्तों (Terms & Conditions) के अनुसार अपनी प्रतिस्पर्धी दरों (Competitive Quotations) सहित कोटेशन निर्धारित समय सीमा के भीतर ई-मेल के माध्यम से प्रस्तुत करें।

We solicit your password-protected e-quotation for Stage setup with sound system for Orientation programme on 24/6/2026 at IIM Siramur, H.P. Interested vendors are requested to submit their competitive quotations in accordance with the prescribed specifications and terms & conditions

Quotation Format (On letter Head Only)				
Sr. No.	Description of Items	Quantity	Unit Price (Incl. of GST & all)	Total Cost (Incl. of GST & all)
1.	Stage with flower decoration 16*20 ft	01 Nos.	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
2.	Sound System with additional Mic	01 Nos.	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
3.	Chairs with Cover	400 Nos	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
4.	Standing AC 2 Ton	10 Nos	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
Grand Total Amount (Inclusive of taxes, FOR & all other charges)				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 letterhead in password protected pdf format only to IIM Sirmaur by emailing to purchaseoffice@iimsirmaur.ac.in with subject line: **Quotation for Stage setup with sound system for Orientation programme on 24/6/2026 at IIM Siramur, H.P.**

Handwritten signature

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 and after the validity of participation period shall not be considered for further process.
3. Quotations should be submitted on or before **02:00 PM by 16.06.2026 (Tuesday)** and the password has to be shared between **02:30 PM to 03:00 PM** on the same date on purchaseoffice@iimsirmaur.ac.in email.
4. **The Bidder is required to submit the following documents/undertakings, duly signed and stamped on the firm's official letterhead, along with the quotation:**

a) GSTIN and PAN Documents:

Self-attested copies of the firm's GSTIN and PAN.

b) Undertaking regarding Blacklisting:

Name of the Firm: _____

The bidder should not have been debarred/blacklisted by any Government Department, Semi-Government Department, Educational Institution (including IIMs), or any other organization during the last five (05) years.

5. The selected vendor has to supply the requirements as per the above mentioned specifications only.
6. Payment shall be made to the successful vendor within 30 working after after submission of original hard copy of the tax invoice, followed by successful providing the 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.**

फर्म का नाम/Name of Firm _____

फर्म का पता/Address of the Firm To be filled

जीएसटीआईएन/GSTIN by the vendor

पैन/PAN on their letterhead

ईमेल पता Email Address only

संपर्क नंबर Contact No. _____

वरिष्ठ सलाहकार (प्रशासन)
भारतीय प्रबंध संस्थान सिरमौर



अधिकृत हस्ताक्षरकर्ता के हस्ताक्षर एवं मोहर / Signature & Stamp of the Authorized Signatory