



**IIM SIRMAUR**  
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**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

संख्या | No. IIMS/PUR/Housekeeping Items/02/26-27

दिनांक | Date: 20.04.2026

**भाव-पत्र आमंत्रण | Request for Quotation**

सेवा में | To,  
प्रशासनिक अधिकारी (क्रय) | Administrative Officer (Purchase),  
भारतीय प्रबंध संस्थान सिरमौर | Indian Institute of Management Sirmaur  
धौला कुआँ, सिरमौर, 173031 | Dhaura Kuan, Sirmaur, 173031

**विषय: आईआईएम सिरमौर, हिमाचल प्रदेश में हाउसकीपिंग सफाई सामग्री एवं उपकरणों की खरीद हेतु ई-कोटेशन आमंत्रित किए जाने के संबंध में।**

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

हम आपसे अनुरोध करते हैं कि आईआईएम सिरमौर में हाउसकीपिंग सफाई सामग्री एवं उपकरणों की खरीद हेतु निम्नानुसार अपना पासवर्ड-संरक्षित ई-कोटेशन प्रस्तुत करें:

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

Quotation Format (On letter Head Only)					
Sr. No	Description of Items	Quantity	Make & Model	Unit Price incl. of GST and all (in INR)	Total Cost Incl of GST and all (in INR)
1	Abrasive Cleaner (e.g., Harpic Abrasive Cleaner, 500g)	20	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
2	Non-Abrasive Cleaner (e.g., Cif Non-Abrasive Cleaner, 500ml)	20	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
3	Drain Openers (e.g., Harpic Drain Cleaner, 500ml)	30	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
4	Multi-Surface Cleaners (e.g., Dettol Multi-Surface Cleaner, 500ml)	30	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
5	Hard Water Mineral Removers (e.g., Lime-A-Way Hard Water Remover, 500ml)	30	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
6	Daily Shower Cleaners (e.g., Cif Daily Shower Cleaner, 500ml)	30	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
7	Carpet and Rug Cleaners (e.g., Bissell Carpet Cleaner, 500ml)	20	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
8	Furniture Cleaners and Polishes (e.g., Pledge Furniture Polish, 500ml)	30	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
9	Canister Vacuum (e.g., Inalsa Canister Vacuum, 1000W)	1	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
10	Deep Clean Vacuum Cleaners (e.g., Eureka Forbes Vacuum Cleaner, 1200W)	1	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head

11	Stick Vacuum Cleaners (e.g., Philips Stick Vacuum, 700W)	1	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
12	Microfiber Mop (e.g., Scotch Brite Microfiber Mop, 1 piece)	20	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
13	Grout Brush (e.g., Scotch Brite Grout Cleaning Brush)	30	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
14	AA+ Duracell Battery	500	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
15	Ultra Life 9V Lithium Battery	50	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head	To be filled by the vendor on their letter head
<b>Grand Total Amount (Inclusive of taxes &amp; all other charges)</b>					

**A. Instructions to the participants:**

- The bidders have to send this RFQ after filling 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 and Tools 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.
- Quotation received without password protected shall not be considered for further process.
- Quotations should be submitted on or before **02:00 PM by 24.04.2026 (Friday)** and the password has to be shared between **02:30 PM to 03:00 PM** on the same date on the email id [purchaseoffice@iimsirmaur.ac.in](mailto:purchaseoffice@iimsirmaur.ac.in).
- The firm should attach their GSTIN & PAN copy along with the quotation.**
- The selected vendor has to supply the requirements as per specifications.
- Payment shall be made to the successful vendor after procurement of the Housekeeping Cleaning Materials and Tools and after successful delivery and inspection report submitted by the IIM Sirmaur.
- 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 \_\_\_\_\_  
 जीएसटीआईएनGSTIN filled by the \_\_\_\_\_  
 पैनPAN vendor on their \_\_\_\_\_  
 ईमेल पताEmail Address letterhead only \_\_\_\_\_  
 संपर्क नंबरContact No. \_\_\_\_\_

*(Signature)*  
 प्रशासनिक अधिकारी (क्रय)  
 भारतीय प्रबंध संस्थान सिरमौर

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

