

**INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY,**

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No.: 06/DY.REG. /18-19

Date: 25<sup>th</sup> October, 2018

**NOTICE**

Sealed quotations are invited from the vendors/suppliers/Gardener for supply of 1000 sq. meter good quality healthy & fresh grasses to be used for preparing lawns for IEST Campus, Shibpur as per details given below.

**Description of work :-**

Supply of 1000 sq. meter good quality healthy & fresh grasses of size 01 ft. X 01 ft. or bigger including watering and maintenance of the lawn for 07 days or more till the grass forms a thick lawn fit for mowing for developing various Gardens in IEST Campus. Rate includes grass per sq. meter, labour & tools etc.

The quotation should be submitted in the drop box at the Purchase Section of the Registrar's Office (5<sup>th</sup> Floor), IEST between 11.00 am and 1.30 p.m. & 3.30 p.m. and 5.30 p.m. (week day) latest by 02nd November, 2018, 16.00 Hrs.

**Terms & Conditions:**

1. All rates quoted should be inclusive of all taxes, levies & duties. The rates should be quoted both in figures and words. Request for inclusion of any tax/levy etc. later stage will not be entertained.
2. Transportation, Packing, Forwarding and Insurance Charges if any to be charged should be included.
3. The materials are to be supplied /delivered at the Institute Campus.
4. No Advance Payment can be made.
5. The supply should be completed within stipulated period as indicated in the Order. A Liquidated damages @ 0.5 % will be imposed, subject to maximum of 5% of the value of work-order.
6. Bills in Triplicate should be presented for payment within 15 days of supply/completion of work.
7. The Order no. is to be noted on both Challan & Bill.
8. All bills are to be accompanied by order copies and challans as received.
9. Payment will be made within 60 days of Submission of proper bills, challans etc. by A/c payee cheque, no Cash payment will be made under any circumstances.
10. All quotations should be accompanied by xerox copy of valid Trade license, Pan Card & GST certificate and any other relevant licence required for the purpose.

( S. N. DATTA )  
DEPUTY REGISTRAR