



भारतीय लोक प्रशासन संस्थान

इन्द्रप्रस्थ एस्टेट, रिंग रोड, नई दिल्ली-110002

INDIAN INSTITUTE OF PUBLIC ADMINISTRATION
INDRAPRASTHA ESTATE, RING ROAD, NEW DELHI-110002 (INDIA)

Notice inviting Quotations

___/10/2018

M/s _____

Subject: - Public Address System on hire basis during IIPA, AGM & Annual Conference as per requirement to be held on 26 & 27 October 2018 respectively.

Sir,

Sealed quotations are invited from reputed firms on behalf of the Director IIPA for the above subject work in IIPA. The quotations should reach the Electrical Supervisor by 17th October, 2018 up to 3.00 PM and shall be opened by the Committee formed for the purpose. The rates quoted should be clearly mentioned with taxes if any. The details of the work are following:-

S.No.	Item Description	Make	Oty.	Rate in Rs.	Amount in Rs.
1	Complete PA system with facility of audio recording including installation, operations etc. (Speakers, columns, amplifiers, mixture as suitable for site) 4 nos. Dais microphone, 2 nos. Podium microphones, 4 nos. Cordless Hand Held microphones for 2 days	Bosch/JBL/Equivalent	01 Job		
2		Tax			
		Total			

Date:

Signature and seal
of the firm's authorized signatory

Terms and Conditions:-

1. The Institute has right to reject any or all the quotations without assigning reasons.
2. The rates should be clearly mentioned inclusive of all the taxes.

3. Payment will be made after completion of the work satisfactorily.
4. The firm should have the experience of working with Central or State Government / Public Sector Undertaking and Autonomous bodies or Non-Government Organization of similar nature for 3 years and had successfully completed work of similar nature and magnitude.
5. The firm shall engage their own conveyance for Transporting the men and materials & tools required for the work from the firm's site to the IIPA's site to be attended and back.
6. Agencies are requested to inspect the site to provide a suitable PA System before quoting their rates.
7. Any extra item required for smooth functioning of the PA System may be treated as included in the scope of work and no extra payment will be made for the same.
8. For any clarifications about the work, the firm may contact "Electrical Supervisor, 2nd floor of IIPA Office Building, tel. 23468399.


(H. O. Goel)
Executive Engineer

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