



இந்திய தகவல் தொழில்நுட்பக் கழகம், திருச்சிராப்பள்ளி
भारतीय सूचना प्रौद्योगिकी संस्थान, तिरुचिरापल्ली
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY TIRUCHIRAPPALLI
(An Institute of National Importance under MoE, Govt. of India)
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IIITT/2024/06/MI-2

28.06.2024

Sub: Supply and installation musical instruments – Quotation invited – Reg.

Dear Sir,

Please send your lowest quotation to supply the items(s) described below. The quotation is to be sent in sealed envelope addressed to the “**Director, Indian Institute of Information Technology, Sethurappatti Trichy-Madurai Highway Tiruchirappalli, Tamil Nadu-620 012., Tamil Nadu, INDIA.** The last date for submitting the sealed quotation is **22-07-2024 at 12.00 noon.**

Sl.No	Instrument Name	Quantity
1.	Casio Keyboard with Stand	1
2.	Clapbox Cajon	1
3.	Yamaha MG10XU Analog Mixer	1
4.	Microphones, Wires and Stand	5

While sending your lowest quotation – please specify the following:

1. GST : Kindly indicate whether the rate quoted is inclusive of GST or Exclusive of GST and also the prevailing percentage of GST.
2. Rates : The rate quoted must be FOR our destination. If it is otherwise, please inform the freight P&F charges.
3. Insurance : The rate quoted must be Inclusive of insurance charges.
4. Preferred terms of payment : Institute rules permit to pay on receipt of materials in good condition.
5. Recommended mode of transport : Indicate
6. Discount offered, if any : Specify
7. Validity of the offer : Specify
8. The envelope in which the quotation is submitted must be superscripted as ‘Supply and installation of ‘musical instruments’ and the quotation number must be mentioned.
9. Please note that the Director of the institute reserves the right to modify or alter the specifications and also to reject any or all the Quotations without assigning any reasons thereto.
10. The suppliers / firms are informed not to call on us without prior appointment.
11. The Institute is not responsible for delays / loss in postal/courier transit or due to any other reasons.

Yours faithfully,

Dr. K. Kamakshi
Assistant Professor & HoD
Department of Science and Humanities