



INDIAN INSTITUTE OF MANAGEMENT SHILLONG
Umsawli, Shillong- 793018
Meghalaya

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ENQUIRY NO: IIMS/S&P/NIQ/25-26/13

Dated: 21.07.2025

Sub: Notice Inviting Quotation for Preventive Maintenance of the 300 KLD STP

Offers are invited on behalf of Director, IIM Shillong from registered/ reputed dealer, supplier for tentative requirement of services in sealed cover addressed to the Director, IIM Shillong, Umsawli, Shillong-793018 with the words “ **Quotations for Preventive Maintenance of the 300 KLD STP** ” Enquiry No. with due date boldly superscribed on the top of the envelope and the offer be sent by registered cover/ speed post/ dropped in and must reach to The Chief Administrative Officer, Indian Institute of Management Shillong, Umsawli, Shillong-793018 latest by **28 July 2025 by 12:00 noon.**

(A. Detailed Description and Bill of Quantity)

Item No	Description of works	Unit	Quantity	Rate (Incl of GST)	Amount (Incl of GST)
1	Sand media for Multi Grade sand filter				
	a) Mix sand	Kg	800.00		
	b) Grabbles	Kg	500.00		
2	Activated Carbon for ACF				
	a) Activated carbon-900IV	Kg	300.00		
3	Supervision of overhauling & modification	Set	1.00		
4	Supply of unskilled manpower for overhauling	Set	1.00		
5	Repair of Pumps including labour charges	Each	3.00		

6	Supply of Filter Press Cloth	Each	15.00		
7	Repair of Hydraulic Press	Set	1.00		
	Grand Total Incl. of taxes (Rs)				

The above mentioned rates is inclusive of all taxes.

I. General Terms and Conditions:

1. The bidder shall be an authorized dealer of ION Exchange and shall submit the authorisation document along with the quotation.
2. The bidder shall submit the Life Span certificate of the Sand media for Multi Grade sand filter, Grabbles and Activated Carbon for ACF on delivery.
3. All machineries and equipment need to be duly serviced to meet the regular uninterrupted STP function
4. The Filter Press Cloths material to be provided in the hydraulic press shall be of good quality as specified by ION Exchange
5. Man power involved shall be technically qualified from ION Exchange to oversee the servicing and maintenance.
6. The work completion certificate shall be issued after a joint inspection by the bidder, OEM representative and a representative from the Institute.

II. Other Terms and Conditions

1. No counter proposal is acceptable and conditional/late quotes are liable to be rejected.
2. Bidders are required to submit copies of PAN, GST, Trading License and copies of work orders of similar works carried out.
3. It will be the prerogative of the Institute to place the supply order for the whole lot/item or in piecemeal basis depending upon the requirement of the Institute. The Institute shall have the right to reject any tender without assigning any reason thereof. No correspondence will be entertained in this regard. Only one best quality item (according to our specification) should be quoted against the item.
4. Stores will be accepted subject to the verification and inspection by the competent authority.

5. Time schedule of completion is within **45 days** from receipt of supply order or else deduction on gross bill @0.5% per week or part thereof will be made as liquidated damages/ delay in supply subject to maximum of 10% of the value of the delayed supplies.
6. Bills should be submitted in quadruplicate along with a receipted copy of challan duly endorsed in the desk of the of the Receiving section of the Institute.
7. Payment of the approved vendor for supply of items at IIM Shillong shall be made through cheque or electronic clearing system. In case of cheque, the same will be dispatched registered post and postal charges shall be deducted from their bills.
8. The Institute reserves the right to reject any tender or all tender without any reason.
9. Director, IIM Shillong or his authorized representatives shall be the final authority in setting all disputes and decision will be binding on all concerned.

Sd/-
Senior Manager (Stores)
IIM Shillong