



INDIAN INSTITUTE OF MANAGEMENT SHILLONG

East Khasi Hills, Umsawli, Shillong- 793018

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ENQUIRY NO: IIMS/S&P/NIQ/25-26/054

Dated:03.03.2026

**Sub: Notice Inviting Quotation for Hiring, Fitting & Dismantling of
Decorative Lighting for Convocation 2026**

Offers are invited on behalf of Director, IIM Shillong from registered/ reputed dealer, supplier for tentative requirement of services addressed to the Director, IIM Shillong, Umsawli, Shillong-793018 with the subject “**Quotations for Hiring of Decorative Lighting for Convocation 2026**” Enquiry No. with due date and the offer to be sent by Hand/Speed post/ Courier latest by 10th March 2026 by 03:00 pm. The event is scheduled during the end of March 2026.

(Detailed Description)

Hiring, fitting and dismantling of Decorative Lighting for 17th Convocation at IIM Shillong, Umsawli

Sl. No.	Description	Quantity	Unit	Rate (Rs.)	Amount (Rs.)
1	Hiring charges for LED Strip /Rope decoration Lights (warm colour) & fittings complete including fixing, testing and dismantling as per direction of EIC	9500	Feet		
2	Hiring charges of LED rice decorations lights (Warm Colour) including fitting, fixing complete and removing of the same	9600	Feet		
3	Hiring charges for 20W or more PAR LED multicolour Focus for Decoration complete fittings including fixing, testing and dismantling as per direction of EIC.	150	Each		
4	Hiring charges for 50W or more LED decoration flood Light complete fittings including fixing, testing and dismantling as per direction of EIC.	50	Each		

5	Main & Distribution FRLS PVC Copper wiring of appropriate sizes for the above lighting including fixing, testing and dismantling.	1	L/s		
6	Hiring charges including fixing, testing & dismantling of 4+12-way TPN DB with appropriate size of 4P Isolator & MCBs for the above installations.	4	Set		
7	Maintenance, Operation and guarding the above installation with licensed electrician for round the clock for two days.	3	Each		
	Total Amount (Rs.)				
	GST				
	Grand Total Amount (Rs.)				

The above mentioned rates is inclusive of all taxes.

Terms and Conditions:

1. No counter proposal is acceptable and conditional/late quotes are liable to be rejected.
2. 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.
3. Stores will be accepted subject to the verification and inspection by the competent authority.
4. Time schedule of delivery of is within **01 April 2026** 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.
5. 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.
6. 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.

7. The Institute reserves the right to reject any tender or all tender without any reason.
8. 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