भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर
Indian Institute of Technology Bhubaneswar

अरगूल/Argul, जटनी/ Jatni, खुरधा / Khurda, ओडिशा/ Odisha- 752050
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ENGINEERING SECTION/अभियांत्रिकी अनुभाग

QUOTATION CALL NOTICE

No.IITBBS/SE/Engg.section/04/2026-27 Dt.26.11.2026

The Superintending Engineer(Civil), IIT BBS invites sealed quotations from eligible contractors for the following work.

Name of Work: Providing physical facilities for 15th Convocation of IIT Bhubaneswar.

Estimated Cost (in Rs.)	Tender Fee	EMD	Time period of Completion	Last date & time of receipt of tender	Date and time of opening
₹ 1,01,563/-	₹ 177.00 (Nonrefundable)	₹ 2050.00	2(two) days	04.12.2026 up to 2.00 PM	04.12.2026 at 2.30 PM

The Tender fee & EMD should be deposited along with the quotation in the form of DD or through online deposit only in favour of Registrar, IIT Bhubaneswar payable at Bhubaneswar. The copy of the original DD or copy of online deposit may be deposited along with the quotation in a sealed envelope.

Details of the account for online deposit of EMD/tender fee:

Details of Account Holder:

Name and Designation of the Account: IIT Bhubaneswar
Address: Indian Institute of Technology, Arugul, Jatni-752050

Bank Accounts Details:

Institute's Bank Name: ICICI bank Limited
Branch Name with Address: Nangalia Complex, Main Road, Jatni, Dist- Khurda, Odisha-752050
Complete Bank Account Number: 006101055198
IFSC Code of the Branch: ICIC0001985
MICR Code: 751229009
SOL ID: 1985

The Institute will not be responsible for deposit of the EMD by the bidder in wrong account number or failure in online deposit due to any reasons.

Intending eligible suppliers must enclose Pre-qualification documents i.e. attested true copies of original documents such as valid registration license, GST registration certificate, PAN and experience in similar type of work in a sealed envelope. The terms and conditions as per Annexure-II shall apply for the quotation. The quotation document should be collected either from the office of the Superintending Engineer, located at 3rd floor of Main Administrative building of the Institute at Argul or may be downloaded from the website www.iitbbs.ac.in. The document at Annexure-I & Annexure-II duly filled up and signed by bidders must be enclosed in a sealed envelope marked document for **Providing physical facilities for 15th Convocation of IIT Bhubaneswar** and submitted at Office of SE, IITBBS as per schedule mentioned above. Sri Ashish Uwaraj Nandagawali, JE(Civil) or Sri Dipti Ranjan Pattanaik, AEE (Civil) may be contacted over telephone No.0674-7138678 /0674-7138664 in case of any further clarification.

The sealed envelope will be opened at scheduled date and time mentioned above. The bidder may be present at the office well before the scheduled time of opening of the bids for witnessing.

The department reserves the right to reject any prospective application without assigning any reason.

27/11/25

Superintending Engineer(C)

Copy To: 1 Notice Board.

Annexure-I

QUOTATION SCHEDULE

Name of the work: Providing physical facilities for 15th Convocation of IIT Bhubaneswar.

Sl No.	Item Description	Unit	Qnty	Rate without GST (in Rs.)	Amount without GST (in Rs.)
1	Providing good quality **plastic table (2' x 3')with cover** for two days including cost of all material, labour, T&P, Transportation, loading, unloading etc complete on hiring basis for two days for Stage and Auditorium Area	Nos.	25	236.25	5,906.25
2	Providing **Flower decoration**				
i	Podium decoration with small line of flowers (No flower projection above podium face)	No.	2	525.00	1,050.00
ii	Table top flower vessel (small)	No.	5	525.00	2,625.00
iii	Flower decoration with natural flowers & leaves such as orchid, lily, Jarbera, near Glass door with separate MS frames without touching the door	No.	2	8,500.00	17,000.00
3	Providing and fixing of welcome banner with flex mounted on fabricated structure with bamboo/ M.S. framing on hiring basis for one day. (Niser squre-1, Main Gate-1)	Sft	120	52.50	6,300.00
4	Providing and fixing of roller standy (6'x3')with approved flex banner on hiring basis for one day. (In the front corridor of Auditorium - 1 Nos. & Guest House-1 No.)	Nos.	2	1,050.00	2,100.00
5	Providing and fixing of flex banners on MS frames with approved flex banner on hiring basis for one day. LHL, RHL & UHL and others 5 Nos.	Sft	90	52.50	4,725.00
6	Providing selfie points with sun boards pasted over MS frames on hiring basis for one day. 2Nos.(7' x 4')	Sft	56	157.50	8,820.00
7	Providing and fixing of good quality new, straight and wrinkle free carpet velvet finish red carpet including taping, cost of all labour, taxes, T&P, transportation, loading, unloading, dismantling etc complete.	Sft	1200	10.50	12,600.00

28/4/22

8	Supply of 4ft. dia round table with cover for Dining Area on hiring basis including all transporataion, labour etc. The bottom leg of the tables to be covered with protective materials to avoid the damage of tile/granites. UHL (14 N, RHL (8 Nos.) & LHL (8 Nos.)	No.	30	157.50	4,725.00
9	Supply of good quality banquet chairs with cover for Dining Area on hiring basis including all transporataion, labour etc. UHL (14 x 4 Nos.), RHL (8 x 4 Nos.) & LHL (8 x4 Nos.)	No.	120	105.00	12,600.00
10	Supply of plastic chairs on hiring basis including all transportation, labour etc. for Auditorium	No.	60	10.50	630.00
11	Engagement of Labour for miscellaneous work such as fixing of temporary ramps, railings above ramp, dismantling the ramp and keeping them in store after the end of the programme arrangement of chairs & tables.	No.	5	963.00	4,815.00
12	Engagement of Carpenter for fixing of temporary ramps & railings over the Ramp at the backside entry	No.	2	1,087.00	2,174.00
				Total	86,070.25
				Add GST @ 18%	15,492.65
				Total	101,562.90
				Say(A)	**101,563.00**
	(B) Add/Below _____% (percentage) above/at par/below the total above (A)				
				Total (A+B)	

Total Amount in Figure/Words----------

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Signature of the Contractor

Superintending Engineer (Civil)

Annexure-II

TERMS AND CONDITIONS

01. **Specification:** The execution of work should be done at site as per the specifications mentioned at Annexure-I and direction of the Engineer-in-Charge.
02. **Scope of works:** The brief Scope of the work enclosed at Annexure-III. The agency may visit the site to know the actual requirements before quoting the rates.
03. **Taxes and Duties**: The rate and amount mentioned in the schedule is inclusive of all taxes and duties, royalty of whatever nature, octroi, other local taxes etc if any, including works contract tax. GST as applicable ~~for~~ will be reimbursed after submission of documentary evidence regarding deposit of the same.
04. **Time of completion**: Time is the essence of the Contract. The entire scope of work shall be completed within **2(two) days** from the date of issue of work order. The work should be completed ~~on or~~ before the scheduled date of convocation.
05. **Terms of Payment**: The payment shall be made as per actual measurement of work after successful completion of the work to the satisfaction of Engineer-in-charge and submission of GST invoices in the name of IIT Bhubaneswar. The GST No. 21AAAAI2760A1ZJ to be reflected in invoice.
06. **Security Deposit (SD):** No SD will be deducted.
07. **Release of EMD:** EMD will be released after successful completion of the work.
08. The Contractor will make arrangements for storage requirements, working space inside the campus and clear all the dust and debris from site.
09. **Paying Officer:** Registrar, IIT Bhubaneswar.
10. **Labour License:** The tenderer has to abide by the labour rules & regulations as per Govt. of Odisha /Govt. of India.
11. **Jurisdiction of the court:** Dispute/Litigation if any, arising out of the contract shall be deemed to have been entered into at Bhubaneswar under jurisdiction of Bhubaneswar Court.

Signature of the Contractor

Superintending Engineer (Civil)

Annexure-III

SCOPE OF WORK

1. Providing good quality plastic table (2' x 3') with cover.
2. Providing Flower decoration in Auditorium
   i. Podium decoration with small line of flowers (No flower projection above podium face)
   ii. Table top flower vessel (small)
   iii. Flower decoration with natural flowers & leaves such as orchid, lily, Jarbera, near front entrance glass door with separate MS frames
3. Providing and fixing of welcome banner with flex mounted on fabricated structure with bamboo/ M.S. framing (Near NISER Square-1No. & Near Main gate-1 No.).
4. Providing and fixing of roller standy (6'x3') with approved flex banners at Auditorium & Guest House one No. at each location.
5. Providing and fixing of flex banners on MS frames at LHL, RHL & UHL and others (Total 5 Nos).
6. Providing 2 Nos. selfie points with sun boards pasted over MS frames on hiring basis.
7. Providing and fixing of good quality carpet near front entrance glass door & ramp to be fixed at the rear side.
8. Providing 4 ft dia round table -30 Nos. for dining area at UHL, RHL and LHL.
9. Providing good quality 120 Nos. of banquet chairs for dining area at UHL, RHL and LHL
10. Providing 60 Nos. of plastic chairs at Auditorium.
11. Engagement of carpenter and labour for Misc. works such as fixing of ramps and dismantling.
12. Any other works required to be executed as per the requirements for the convocation as per the direction of Engineer-in-charge.

27/11/26

Superintending Engineer(Civil)