

IAHE/Admin./20/GeM Purchase/2018-19

Date:-29-08-2019

**Notice Inviting Quotations (NIQ)**

To,

Web site of IAHE

**Sub: Laundry Services at Indian Academy of Highway Engineers (IAHE), A-5, Sector-62, Noida-Dry cleaning of items thereof.**

Sir,

Your quotation may be submitted to Director, IAHE in sealed envelope superscribing “**Quotation for Laundry Services at Indian Academy of Highway Engineers (IAHE), A-5, Sector- 62, Noida-Dry Cleaning of items thereof in response to NIQ No. IAHE/Admin./20/GeM Purchase/2018-19 dated 29-08-2019**” so as to reach latest by **23-09-2019, 1:00 PM** in the format as given below. In the quotation, the letter number and date of this NIQ may be mentioned at Annexure-I (in the letter head of agency) as per the following terms and conditions for Empanelment for Laundry Services at IAHE. In the quotation, the letter number and date of this NIQ may be mentioned.

**Terms & conditions**

1. The Agency/ Firm submitting quotation should have valid PAN Card & GST registration number. Agencies/ Firms are required to submit proposals in 2 covers. The **first cover shall contain a copy of PAN Card, GST registration and security deposit of Rs. 10,000/- in the form of Demand Draft/Bankers Cheque of a scheduled bank drawn in favour of Indian Academy of Highway Engineers payable at Noida.** The **second cover** shall contain the **Financial Quote/ Quotation as given at Annexure-1.** The first cover shall be opened at first and agencies who have submitted **PAN Card and GST Registration & security deposit** shall be eligible for opening of the second cover i.e. the cover containing the Financial Quote. **The order for empanelment shall be awarded to the firm submitting the lowest financial quote (Grand total price).** Both the covers should be enclosed in a third cover with “**Quotation for Empanelment of agency for providing Laundry Services**” in response to IAHE’s NIQ bearing no. **IAHE/Admin./20/GeM Purchase/2018-19 dated 29-08-2019**”.
2. The work shall be awarded to the Firm whose Quotations are opened, found responsive and whose “**Financial Quote**” is the **Lowest.** “**Financial Quote**” has been defined as the cost quoted by a firm for “**13 Items**” and work order shall be issued to the Firm (Hereafter called the “**Service Provider**” initially for one year and extendable by one more year.
3. The “**Service Provider**” is to carry out Dry Cleaning of Laundry of IAHE as required by IAHE from time to time during contract period.
4. Thereafter of the services of “**Service Provider**” can be extended for one more year subject to satisfactory services.

