



राष्ट्रीय प्रौद्योगिकी संस्थान अगरतला

National Institute of Technology Agartala

Agartala, Tripura, India, Pin-- 799046



NOTICE INVITING SPOT QUOTATION

No.F.NITA/27(2F-Gargi Hostel-Electrical Requisition/2025/7917-21,

Date:- 26/11/2025

Sealed item rate Spot Quotations are invited for and on behalf of NIT Agartala, from Central & State Public Sector Undertaking / Enterprise and eligible Contractors / Firms / Agencies of appropriate class registered with state PWDs / CPWD/ MES Railway / P & T as per following table:-

Sl. No.	Description	Time for Completion of work	Last date of submission of bid/ offers	Date of opening (if possible)
1	Repairing and Servicing of Kitchen Chimney/Exhaust System at Gargi Hostel of NIT Agartala.	30 (Thirty) days	03/12/2025 Upto 2:30 pm	03/12/2025 at 3:30 pm (if possible)

Documents are available in institute website should be downloaded and submitted to the form of hard copy to office of the Estate Section, NIT Agartala in sealed envelope and should be properly Sealed & Superscripted. For any enquiry, please contact by e-mail to estateelectrical.nita@gmail.com before the last date of submission of tender.

Details are available in the websites: <http://www.nita.ac.in>

[Signature]
Registrar, NIT Agartala

Copy to:-

1.	P. S. to the Director, for kind information of the Director.
2.	The Dean (P&D), for kind information.
3.	The Estate Engineer, for information and necessary action.
4.	The Head (F&A), for kind information.
5.	Mr. Kamal Kanti Paul, System Administrator, NIT Agartala with request for launching of this Notice in the Institute website

[Signature]
Registrar, NIT Agartala



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National Institute of Technology Agartala

Agartala, Tripura (w). PIN – 799046

Fax:0381 234-6360,Website :http://www.nitagartala.in

No.F.NITA/27(2F-Gargi Hostel-Electrical Requisition/2025/7917-21

Date :25/11/2025

NOTICE INVITING SPOT QUOTATION

To

Dear Sir,

Quotation in sealed cover superscribed appropriately in response to Enquiry No.F.NITA/27(2F-Gargi Hostel-Electrical Requisition/2025/7917-21 dated 25/11/2025 are invited for “Repairing and Servicing of Kitchen Chimney/Exhaust System at Gargi Hostel of NIT Agartala” of under-mentioned items as per Annexure-A so as to reach this institute latest by 2.30 PM on 09/12/2025 which will be opened on the same day at 03.30 PM (if possible).

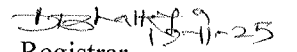
The quotation shall normally remain valid for a minimum period of 90 days from the date of opening.

No reasons for non-acceptance on account of receipt delay will be entertained, the responsibility of its timely submission by due date vests with you.

The quotation shall be filled in with the consideration to the instruction printed overleaf.

- Note:-** (1) Enquiry Letter No. and due date should be mentioned on the top of envelope.
(2) Any other terms and conditions be mentioned separately and clearly.

Yours Sincerely


Registrar
NIT Agartala



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1. **Schedule of requirements :-**

Sl. No.	Description of Goods/Service	Quantity
	As detailed in the Annexure-A.	

2. **Specifications and allied Technical Details :-**

As detailed in the Annexure-A.

3. **Format of Quotation** (tick appropriate box)



It is a one-part bid; please give all technical specifications and piece bid in one envelope.

4. The bid envelope should be super-scribed with :-

Bid for:-

“Repairing and Servicing of Kitchen Chimney/Exhaust System at Gargi Hostel of NIT Agartala.”

Enquiry No.F.NITA/27(2F-Gargi Hostel-Electrical Requisition/2025.

5. Quotations should be valid for a period of **90 days** from the closing date of submission the bid.

6. Some important dates:

- Pre-bid Conference: Not applicable
- Last date for receipt of Quotations: Date: 03/12/2025 Time: 2.30 P.M
- Opening of techno-commercial bid: Not applicable
- Date of Opening : Date: 03/12/2025 Time: 3.30 P.M. (if possible)

7. **Warranty:-** 1(One) year.

8. Please go through the enclosed “bid document” carefully for other bidding instructions.

National Institute of Technology Agartala

Barjala, Jirania, West Tripura, Pin: - 799055

Tel. No. : +91381 2346630 / 6629, Fax. No. : +91381 2346360, Url : www.nita.nic.in.



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9.(a) Please send your quotations by Registered/Speed Post or Courier (*) Service to:

The Estate Engineer, Estate Section,
National Institute of Technology, Agartala,
Barjala, Jirania, West Tripura, Pin-799046.

OR

- (b) Please drop the quotation in the Box kept in the office of the **Estate Section** during the normal working hours of the Institute. Please do not hand over the quotation to any person by hand.
10. All formalities for Road Permit/ Tax Clearance should be completed by Bidder/ Supplier. The Institute will not take any responsibility for the same.
11. For technical details, you may contact: E-mail: estateelectrical.nita@gmail.com

(*) Quotations received after the date & time stipulated in the notice are liable for rejection.

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TERMS & CONDITIONS FOR SUBMISSION OF QUOTATION

1. **Rate:** The rate quoted must be net inclusive of packing, forwarding, freight, and all other incidental charges. The risk of damage or loss in transit if any will be the suppliers. All taxes and duties (as per rules) are inclusive.
2. **Delivery:** Store at Estate Section, NIT Agartala Campus by Supplier or Registered Transport under sale tax department of Govt. of Tripura.
3. All formalities for road permit and tax clearance should be completed by the Supplier. NIT Agartala will not take any responsibility for arranging road permit/tax clearance and shall not take any responsibility for any delay for delivery at NIT Agartala.
4. **Period of completion:** Within **30 days** from the date of receipt of the purchase/work order.
5. **Invoice:** Invoice/Bill/Challan indicating the product serial number should be raised in the name of the Registrar, NIT Agartala.
6. **Liquidated damage:** - For late delivery, Liquidated damages at 0.5% per week in respect of the total contract value.
7. NITA is registered with the Department of Scientific and Industrial Research(DSIR), Government of India for the purpose of availing Customs Duty exemption vide No.TU/V/RG-CDE(1053)/2017 dated 15.03.2018. If it is required subsequently, NITA may provide relevant exemption certificate as per request of the supplier.
8. **Terms of payment:** 100% will be made against successful supply & installation.
9. For any enquiry, please contact with Estate Engineer.
10. **All disputes/ Arbitration:** All disputes should be attempted to resolve mutually between the NIT Agartala and the supplier through discussion and arbitration. The Arbitrator shall be appointed by the Director, NIT Agartala. Failing which, all disputes shall be under the jurisdiction of Courts at Agartala only.
11. **Warranty:** The quotation must contain the terms of warranty, and extended warranty, if available.
12. **Submission of Quotation:** All quotations must be forwarded in sealed cover addressed to the authority mentioned pre-page, so as to reach within the specified period. The reference to the Enquiry No. and the last date for submission must clearly be super-scribed on the sealed envelope.
13. **Opening of Quotation:** Every quotation will be opened at the office of the concerned Department/Centre, NIT, Agartala at the time on the tender form. A firm may send its accredited representative to witness the opening if it so desires.
14. **Period of Validity:** A quotation shall remain valid for acceptance at least for a period of **90** days from the date of opening.
15. **Rejection of Offers:** The Institute reserves the right to ignore or reject any offer including the lowest one without assigning any reason.
16. **For technical details, please contact:**

Estate Engineer

Estate Section

Email : estateelectrical.nita@gmail.com





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ANNEXURE -A

Name of Work :- Repairing and Servicing of Kitchen Chimney/Exhaust System at Gargi Hostel of NIT Agartala.

Sl. No.	Item Name and Description	Qty	Rate	Amount
1	Supply & fitting fixing of Chemical Hydrochlorin Oxide.	10 Ltr.		
2	Supply & fitting fixing of Exhaust Fan Louver.	3 Nos.		
3	Supply & fitting fixing of Contector.	3 Nos.		
4	Supply & fitting fixing of Bearing.	6 Nos.		
5	Supply & fitting fixing of Winding of Motor.	3 Nos.		
6	Supply & fitting fixing of Starter.	2 Nos.		
7	Supply & fitting fixing of Bird Screen.	3 Nos.		
8	Supply & fitting fixing of Sheet Metal Ducting.	15 Sqm.		
9	Supply & fitting fixing of Filter.	3 Nos.		
10	Supply & fitting fixing of Terminal.	3 Nos.		
11	Supply & fitting fixing of Damper.	2 Nos.		
12	Supply & fitting fixing of Fastnut and hanging rod.	6 Nos.		
13	Supply & fitting fixing of Capacitor with wire.	3 Nos.		
14	Repairing and Servicing charges.	1 Job		

Total (including GST)

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