



**INDIAN INSTITUTE OF SCIENCE EDUCATION AND  
RESEARCH THIRUVANANTHAPURAM (IISERTVM)  
(Govt. of India, Ministry of H.R.D)**

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CET CAMPUS, KULATHUR, ENGINEERING COLLEGE.P.O  
THIRUVANANTHAPURAM 695016,  
KERALA, INDIA.

Date: 18/08/2017

**INVITATION TO TENDER**

**No: IISER/PUR/0706/SSN/SDMN/17-18**

**Due Date: 24<sup>th</sup> August 2017 [12:00PM]**

**Date of Opening: 24<sup>th</sup> August 2017 [12.30 PM]**

Dear Sirs,

**SUB: Moving Files, Office Materials from Transit Campus to Permanent Campus.**

Sealed Quotations are invited for moving various files, office materials & furniture's. (Used & Unused) as stated in the enclosed list. Bidders are required to submit at least one copy of the work order or work completion report (self-attested) to prove the expertise in similar shifting activities in Govt. Organizations. Bids submitted without the said documentary evidence will not be considered for evaluation. Interested vendors may contact Purchase & Stores Office (0471-2597454) for facilitation of site visit

**Details as per annexure I**

Please quote your lowest rate as per the following terms. Your offer in sealed cover **SUPERSCRIBING TENDER NUMBER AND DUE DATE** shall reach us on or before the due date and time.

- Packing Material** : To be quoted [Card board packing & strapping for files to be made inclusive]
- Payment terms** : Equivalent work order value against successful completion of each lot.
- Schedule** : The Eligible Vendors is required to start the work immediately on getting confirmation from each lot.
- Completion Time** : Within 5-6 Days
- Other Charges** : Should quote inclusive of all charges.

Thanking You,

Yours Faithfully

Deputy Registrar  
In-Charge  
[Purchase & Stores]

**P.S. CATALOGUE/LEAFLET FEATURING ALL TECHNICAL SPECS/INFORMATION SHALL ACCOMPANY THE OFFER.**

Annexure-I

Sl No	Item	DR(Academics)	Dean(Academics)	Purchase & Stores	ADMN/HIR	Finance
1	Big Table			1 No		
2	Ordinary Table	4 Nos	2 Nos	12 Nos	2 Nos	2 Nos
4	Conference Table	1 Nos		1 No	7 Nos	15 Nos
5	Computer Table			6 Nos	4 Nos	5 Nos
6	Small Almiraahs	3 Nos	5 Nos	4 Nos	5 Nos	
7	Big Almiraahs	1 Nos		16 Nos *	4 Nos	18 Nos
8	Photocopier	2 Nos		5 Nos	2 Nos	1 Nos
9	Printer	3 Nos		4 Nos	4 Nos	4 Nos
10	UPS	1 Nos		7 Nos	3 Nos	10 Nos
11	Extension Cord	2 Nos				
12	Landline Instruments			9 Nos		
13	Slatted angle rack	2 Nos				
15	Glass Door Book Racks	3 Nos	2 Nos	11 Nos	1 Nos	6 Nos
16	Computer			50000 Nos *	6 Nos	10 Nos
17	File			1 No	1000	15,000 +
18	Medium Metal			7 Nos *		
19	Boxes		35 Nos			
20	Filing Cabinets	4 Nos	3 Nos		10 Nos	3 Nos
21	Chair	15 Nos	2 Nos	25 Nos	17 Nos	19 Nos
22	Bundles (Answer/Add sheets)		350 Nos			
23	Boards		2 Nos	2 Nos		
24	Packets		10 Nos			
25	Pedestal Fan				1 Nos	1 Nos
26	Cash Counting Machine			2 Nos		1 Nos
27	Cash Chest					1 Nos

\* Big Almiraah - [ 9 Pratheeksha Building First Floor + 4 GEM Building Second floor + 3 CET Campus First Floor ] = 13 Nos

\* Boxes - [ 5 Pratheeksha Building First Floor + 2 CET Campus First Floor ] = 7 Nos

\* Files - [ 30000 Pratheeksha Building First Floor + 20000 CET Campus First Floor ] = 50000 Nos

Location for shifting

Lot 1,2: First Floor Pratheeksha Building to Chemical Science Building & Primary School Building First Floor, Vithura

Lot 3: First Floor Pratheeksha Building, Second Floor GEM Building & First Floor CET Campus to Indoor Stadium First Floor, Vithura

Lot 4: Annex Building [Near CET Campus] Second Floor to Chemical Science Building First Floor, Vithura

Lot 5: Annex Building [Near CET Campus] Ground Floor to Chemical/Physical Science Building, Vithura

*(Handwritten signature and date)*  
18/08/22