



**Institute for Development and Research in Banking Technology
(Established by Reserve Bank of India)**

Castle Hills, Road No. 1, Masab Tank, Hyderabad – 500 057

Ph: (040) 23294121; Fax: (040) 23294123; Email : program@idrbt.ac.in

Ref. No. **IDRBT/PRG/7.4/838/2013-2014**

October 11, 2013

Call for Quotations for Supply of Umbrellas to the Institute

Sealed Quotations are invited in the enclosed proforma for providing the following services at the IDRBT.

❖ **Umbrellas – Two Types (Proforma UM)**

Interested Suppliers/Vendors are requested to submit separate sealed quotations for Supply of Umbrellas, addressed to the: “The Programme Office, IDRBT, Castle Hills, Road No. 1, Masab Tank, Hyderabad”, on or before **October 21, 2013** upto **10.00** hours. The quotations may be dropped in the tender box available at the Security enclosure at the IDRBT.

The quotations must be superscribed – “Quotations for Supply of Umbrellas”.

PROFORMA

The Institute conducts various Executive Development Programmes on technology and several national and international events wherein various dignitaries visit the Institute. We provide Umbrellas to participants and other dignitaries as a memento.

Hence, we invite sealed quotations for supply of Umbrellas at Institute from reputed service providers.

Sl.No.	Description	Details
1.	Name & Address of the Supplier / Vendor	
2.	Telephone / Mobile Nos.	
3.	Name of the Proprietor	
4.	Year of Establishment	
5.	Annual Turnover (Rs.)	
6.	Names of the Organizations to whom the Vendor has been supplying.	
7.	Description: Imported Parachute Cloth Umbrella with Ribs & with Institute's Logo and tagline printed in two places – Big Size Imported Parachute Cloth Umbrella with Ribs & with Institute's Logo and tagline printed in two places – Small Size (Sample Available in Programme Office, IDRBT, Hyderabad)	<u>Unit Price (Amount in Rs.)</u>

Date :

Signature with Stamp

Remarks

- 1) Umbrellas should be supplied as per the sample.
- 2) The material should be of high quality and in case of any discrepancy or if the quality is compromised, job needs to be redone at no additional cost.
- 3) In case of any emergency, the Umbrellas should be supplied within a short time, including on Sundays and other Holidays.
- 4) Delivery of items will be at the Institute. Depending on the urgency of work, we expect prompt service. Delivery charges will be borne by the supplier.
- 5) In case of inability to provide services, prompt communication to the Institute is necessary.
- 6) Payment will be made normally within 15 days of submission of bills, through NEFT. Due inspection of the quality of items supplied, printing will checked by the Institute.
- 7) TDS will be deducted as per the applicable rules on the Invoice amounts.

For any clarifications please contact **Programme Office, IDRBT, Castle Hills, Behind NMDC, Masab Tank, Hyderabad – 500 057 on Phone : 040-2329 4121, email : program@idrbt.ac.in.**