



भारतीय समुद्री विश्वविद्यालय  
**INDIAN MARITIME UNIVERSITY**  
(A Central University, Government of India)  
Established by an Act of the Parliament in 2008

Visakhapatnam Campus - Gandhigram - Visakhapatnam - 530005  
Phone: 0891-2578360 Fax: 0891-2577754 www.nsdr.res.in

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IMUV/2024/2015-16/Fabrication/008

21 December 2015

To

Sir,

**Sub. : Quotation for supply & fabrication of IMU Vizag campus name board and lettering – reg.**

You are requested to send your “**sealed quotation**” quoting your rate for replacing the existing name board with bigger size and to be erected at the centre of main building front facing area. The proposed Name Board would be in the size of 10’ length and 3’.6” height and lettering would be in stickering (eco-solvent print). The overall size is L 10’ x 3’.6” Feet, MS sheet with 50x50mm angle frame. Enamel coat paint background and letters with sticker. The name-board sample is at **Annexure I**. The detailed specification cum quotations sheet is at **Annexure II**. The quote is to be submitted as per Annexure II.

2. The quotation may please be addressed to the Director, Indian Maritime University, Visakhapatnam Campus, Gandhigram, Visakhapatnam – 530 005. The quote should be submitted on or before **11<sup>th</sup> January 2016**. The quote should be superscribed as **QUOTATION FOR SUPPLY AND FABRICATION OF NAME BOARD** on the envelope, failing which the offer/quote may not be considered and may remain unopened, or be opened with some other quotation or may be accidentally opened before due date rendering it to be treated invalid as per the discretion of IMU.

3. The price shall be quoted in clear terms separately indicating the unit price and other incidentals, if any, chargeable. If there is no explicit mention of taxes and other charges, if any, in the offer/quote, the price will be deemed as all inclusive including taxes. The quoted price shall be valid for at least three months from the date of closing of the quotation.

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**Head Quarters**

**Indian Maritime University, East Coast Road, Uthandi, Chennai - 600119  
Tamilnadu, India, Telephone: +91 (44) 24530343, Fax: +91 (44) 25430342**

4. The bidder should submit the following copies of required Certificate / Documents / Information :

- a) Certificate of Incorporation / Shop Establishment Certificate.
- b) Documentary proof of PAN card

5. The bidder before quoting may inspect the place of work on any working day from 10AM to 5PM.

6. The Director reserves the right to cancel any quotation (or) all quotations without assigning any reasons in the best advantages of IMU.

For & on behalf of Indian Maritime University  
Visakhapatnam Campus

(V.V. Shiv Kumar)  
Head (Pers. & Trg.)

Enclosure :

- 1) Name-board sample **Annexure – I**
- 2) Detailed specification cum quotation at **Annexure - II**

## ANNEXURE I

Name Board : Overall\_Size L 10' X 3'.6"H Feet, MS sheet with 50 x 25 mm Rectangular pipe frame , Enamel coat paint background, and letters with sticker



## ANNEXURE II

**DESCRIPTION OF WORK & QUOTATION FOR SUPPLY, FABRICATION AND  
ERECTION OF NAME BOARD**

Sl.No	Item Description	Qty	Rate	Amount
01	Overall size of the Name Board – 10’ L x 3’6” H <b><u>Minimum specification of the Materials to be used</u></b> a. 50 mm x 25 mm rectangular pipe (for Board frame & Stiffness) b. 50 mm GI Pipe - 01 Length (20’) (for pole) c. 50 mm x 50 mm L angle (for connecting pole and Board) d. MS sheet 18G 8’x4’ for required size (for Board) e. Two coats of Zinc chloride metal primer f. One or two coats of White enamel paint	35 Sft		
02	IMU Emblem & Letters stickering (In Eco solvent print)	35 Sft		
03	Transport & Erection charges	LS		
04	Taxes if any			
	Grand Total (Rs) and in words			

**Signature of the Contractor with Stamp**