

ABV-Indian Institute of Information Technology and Management, Gwalior

(An Institute of National Importance, Ministry of Education, Government of India)

Morena Link Road, Gwalior – 474015 (M.P.)

Ref. No.ABV-IIITM/S&P/145

Date: 05/05/2026

NOTICE INVITING QUOTATION (NIQ)

For Supply of Cleaning and Housekeeping Material at ABV-IIITM, Gwalior

Sealed quotations are invited from eligible and interested **Manufacturers / Authorized Dealers / Distributors / Suppliers** for the **Supply of Cleaning and Housekeeping Material** at **ABV-Indian Institute of Information Technology and Management (ABV-IIITM), Gwalior** as per the details and terms & conditions mentioned below.

The interested firms may submit their quotations in sealed cover superscribing “**Quotation for Supply of Cleaning and Housekeeping Material**” addressed to the **Purchase Section** within the prescribed date and time.

Scope of Supply:

The successful bidder shall supply Cleaning and Housekeeping Materials as per the specifications and quantities mentioned in the Annexure-I attached with this notice. The materials supplied must be of standard quality and conform to the prescribed specifications.

Terms and Conditions:

1. The bid/quotation should be submitted in **single bid format** within the stipulated time.
 2. **The price shall be quoted against each individual item separately in the Annexure-I.** The rates quoted shall be inclusive of all applicable taxes, transportation, loading/unloading, and other incidental charges, if any.
 3. The sealed envelope shall contain the **technical specifications of the product**, technical literature / leaflet, and rates inclusive of all taxes, transportation charges, loading/unloading, and any other incidental charges.
 4. The rates quoted shall remain valid for a period of **180 days** from the date of opening of quotations.
 5. The materials supplied shall be of good quality and conform to the specifications mentioned in the quotation. Any defective or substandard material shall be replaced by the supplier at no additional cost to the Institute.
 6. Delivery of materials shall be made at **ABV-IIITM, Gwalior** within the time period specified in the Purchase Order.
 7. Payment shall be released only after satisfactory receipt and inspection of the materials by the concerned department.
 8. Incomplete quotations or quotations received after the due date and time shall not be considered.
 9. The supplier shall comply with all applicable statutory requirements and taxes as per Government of India rules.
 10. The decision of the competent authority of the Institute shall be final and binding in all matters related to this quotation.
 11. **The Institute reserves the right to accept or reject any or all quotations, either in full or in part, without assigning any reason thereof, and also reserves the right to accept or reject any item(s) and to split the order among one or more suppliers based on the quoted rates, quality of the items, past performance, and suitability to the Institute’s requirements.**
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Documents to be Submitted with Quotation

1. Covering letter on the company letterhead mentioning official address, contact number, and email address.
 2. Annexure – I – Includes Offer Price, Requirement, Specifications & Allied Technical Details
 3. Copy of GST Registration Certificate.
 4. PAN Card copy.
 5. Bank account details (Cancelled cheque / Bank mandate form).
 6. Authorization certificate from manufacturer (if applicable).
 7. Technical specifications / brochure of the quoted items.
 8. Any other relevant document supporting eligibility.
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Important Dates

Last Date & Time for Submission of Quotation: **20th May 2026 by 04:00 PM**

Date & Time of Opening of Quotation: **20th May 2026 by 04:30 PM**

Place of Submission: **Purchase Section, Administration Building, ABV-IIITM Campus, Morena Link Road, Gwalior – Madhya Pradesh – PIN 474015**

Assistant Registrar (S&P)

Purchase Section

email-id: purchase@iiitm.ac.in

Annexure of Requirement, Specifications & Allied Technical Details

Sr. No.	Item Description	Preferable Brand	Approx. Qty. for 60 Days	UoM	Offer Price inclusive all taxes, freight etc.	Make / Brand Name
1	Phenyl	Good Quality	100	Ltr.		
2	Soft Broom	Savera / Gala	40	nos.		
3	Road Broom	Good Quality	40	nos.		
4	Broom (Nariyal)	Good Quality	10	nos.		
5	Dust Pan	Cello/Nilkamal/Monty	5	nos.		
6	Wiper Big Size	Good Quality	25	nos.		
7	Floor Mop	Good Quality	120	nos.		
8	Naphthalene Ball	Doctor	10	Kg.		
9	Plastic Mug	Cello/Nilkamal/Monty	20	nos.		
10	Scrub Pad	Scotch Brite	80	nos.		
11	Floor Cleaner	Lizol	20	ltr.		
12	Surf Floor Cleaning	Wheel / Ghadi	50	kg.		
13	Hand Gloves (Rubber)	Good Quality	30	pair		
14	White Duster	Good Quality	120	nos.		
15	Yellow Duster	Good Quality	24	nos.		
16	Mosquito Spray 225 ml	HIT	30	nos.		
17	Room Freshener	Godrej / Odonil	30	nos.		
18	Toilet Soap	Dettol / Lifeboy / Savlon	50	nos.		
19	Dish Bar	Vim	20	nos.		
20	Glass & Surface Cleaner	Colin	50	nos.		
21	Toilet Cleaner	Harpic 1 ltr.	100	nos.		
22	Air Pocket	Odonil / Godrej	50	pckt.		
23	Toilet Brush	Good Quality	20	nos.		
24	Sanitary cube (12 Pcs. Pack)	Sunny Fresh / Sani Cubes	40	pckt.		
25	Liquid Hand Wash	Dettol / Lifeboy / Savlon	40	Ltr.		
26	Phenyl - Black	Doctor	10	Ltr		
27	Bamboo Stick	Good Quality	20	nos.		
28	Toilet Acid	Good Quality	50	Ltr.		
29	Choking Pump	Good Quality	10	nos.		
30	Cobweb Brush	Good Quality	30	nos.		
31	Iron Patti	Good Quality	25	nos.		
32	Plastic Bucket (20Ltr)	Cello/Nilkamal/Monty	10	nos.		
33	Dustbin 10 Ltr Padded	Cello/Nilkamal/Monty	20	nos.		
34	Kala Bhoot	Good Quality	10	Ltr.		