

राष्ट्रीय फैशन प्रौद्योगिकी संस्थान

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

एनआईएफटी अधिनियम, 2006 द्वारा शासित एक वैधानिक संस्थान

A Statutory Institute governed by the NIFT Act, 2006

(वस्त्र मंत्रालय, भारत सरकार Ministry of Textiles, Govt. of India)

एक आईएसओ 9001: 2015 प्रमाणित संस्थान An ISO 9001: 2015 certified Institution,

राजीव गांधी सालै, तरमणी, चेन्नै -600113 Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

फोन Phone: 91-44-22542657,22542756, 22542767 and 68

ई-मेल E-mail: purchase.chennai@nift.ac.in. Web: <http://www.nift.ac.in/Chennai>

**SUBJECT: REQUEST FOR QUOTATION FOR HOTEL ACCOMMODATION
FOR GUESTS OF “NIFT CHENNAI - MoYAS INTERNATIONAL
CONFERENCE” (25–27 MARCH 2026)**

SCOPE:

National Institute of Fashion Technology (NIFT), Chennai is organizing an International Conference from 25.03.2026 to 27.03.2026 at its campus in Chennai.

The institute proposes to arrange accommodation for invited guests and participants in a reputed hotel in Chennai.

Reputed hotels in Chennai are invited to submit their quotations for providing accommodation as per the requirements mentioned in this document.

Accommodation: 02 Nights (Check-in: 25.03.2026, Check-out: 27.03.2026)

Last date for the submission of quotation by email: 10.03.2026 – 17.00 HRS

Date.....

To
The Purchase Officer
NIFT, Chennai.

**Subject: Submission of Quotation for Providing Accommodation to the Guests of NIFT Chennai-
reg**

Accommodation: 02 Nights (Check-in: 25.03.2026, Check-out: 27.03.2026)

S. No	Room Tariff Range (₹)	No. of rooms Required (Single Occupancy)	Tariff / Room / day	No. of days required	Total	Remarks (Star Category)
1	Tariff between 5000-5400	5		2		
2	Tariff between 3600-4000	16		2		
3	Tariff between 1800-2000	20		2		
TOTAL						
GST @ _____ % (if applicable)						
GRAND TOTAL						

Facilities Required

The hotel should preferably provide the following facilities:

1. Complimentary Breakfast included in tariff
2. Complimentary Wi-Fi
3. Clean and comfortable accommodation suitable for international/domestic guests
4. 24-hour front desk service
5. Easy accessibility to NIFT Chennai campus

Terms & Conditions:

1. NIFT officials may visit the shortlisted hotels to verify the facilities before finalization.
2. **Selection of the hotel will be based on tariff, facilities provided, location, and star category, and will not necessarily be based on the lowest quoted rate (L1).**
3. NIFT Chennai reserves the right to accept or reject any quotation without assigning any reason.
4. The number of rooms may vary depending on the final conference requirement.
5. Payment will be made as per institute rules after completion of the stay and submission of invoice.
6. The selected hotel shall confirm room availability for the specified dates.
7. NIFT Chennai reserves the right to cancel or modify the requirement depending upon administrative or conference-related reasons.
8. Quotations may be submitted in the prescribed format on the hotel's letterhead through email to:
purchase.chennai@nift.ac.in
with a copy to:
director.chennai@nift.ac.in
jointdirector.chennai@nift.ac.in
on or before 10.03.2026 at 17:00 HRS.

स्थान Place:

दिनांक Date:

(Name & Signature with Seal)