

**OFFICE OF DEAN STUDENT WELFARE  
PANJAB UNIVERSITY, CHANDIGARH**

M/s \_\_\_\_\_

Dear Sir,

This office intends to purchase Furniture for P.U. Hostels & DSW office for the session 2013-2014. Please quote your rates F.O.R., Panjab University for the following items given below:-

Sr. No.	Items
1.	<b>Steel Bed</b> of Size 72" x 30" x 18" Girls Hostel & 72" x 36" x 18" Boys Hostel frame of Bed made out of 2" x 1" Rectangular pipe and 1" Square pipe – 18 Gange and 12mm ply duly fixed with Nut & Screws. Bed having two supports between the legs (Pillow & leg side) frame Enamel Spray painted.
2.	<b>Study Table</b> of size 48" x 24" x 30", frame of Table made of "square/round pipe – 18 Gange. Top of ¾ thick Board with 0.8 mm sunmica ¾ wooden beading duly spirit polished. One drawer on one side of 20 Gange M.S. Sheet with Locking system. (Kunda – Chhapka).
3.	<b>Study Table</b> of size 36" x 24" x 30". Frame made of 1" square/Round pipe – 18 Gange. Top of ¾ thick Board with 0.8 mm Sunmica and ¾" wooden beading duly spirit polished. One drawer on one side of 20 Gange M.S. Sheet with Locking System (Kunda Chapplea)
4.	<b>Plastic PVC Chair with Arms</b> Make Cello. <b>Plastic PVC Chair without Arms</b> Make Cello
5.	<b>Dinning Chair</b> without Arms made of Stainless Steel 1" Round pipe – 16 Gange with Seat height 17" and Back height 16" with three supports of ½" 16 Gange pipe. The Seat shall be provided with pressed water proof wooden ply.
6.	<b>Study Chair</b> without Arms made of 18mm Round pipe of 18 Gange. Total height 30" Seat height 18", Seat Size 15" x 15", Back Size 18" x 7" Seat & Back are made of Perforated Sheet duly powder coated paint. (Black Colour).

You are requested to quote your rates for the supply of the furniture as per the specification mentioned above, alongwith your terms & conditions i.e. ST, FOR, if any, and send your quotations under sealed cover by post/by Hand in favour of the Dean Student Welfare, P.U. Chandigarh on or before 24.07.2013 by 5.00 P.M.

Deputy Registrar (DSW)

Note:-

1. The quotation must reach **by Post/by hand on or before 24.07.2013 by 5.00 p.m. on the following address: Dean Student Welfare, Panjab University, Sector-14, Chandigarh-160014.**
2. Panjab University does not take any responsibility for any postal delay in delivery by Registered/Speed Post or lost in transit of the quotation No quotation will be entertained by hand/courier/ Ordinary post.
3. Rates should be quoted both in words and figures in quotation.
4. Conditional and unsigned quotation will not be accepted.
5. The supply be commenced/made within 15 days of the issue of supply order.
6. All quoted rates should be FOR Panjab University and firm should quote the rate of all taxes.
7. No payment will be made on the Performa invoice.
8. The quotation shall not contain corrections, erasers and overwriting.
9. Please mention Name of work and due date on the Envelope.
10. The undersigned reserves right to accept or reject any quotation without assigning any reason.