

PANJAB UNIVERSITY, CHANDIGARH

ACADEMIC STAFF COLLEGE

From:- Honorary Director Academic Staff College Panjab University, Chandigarh	To:
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NIQ-2

No. ___427-432/ASC_____

Dated ___30/7/2013

Dear Sir,

Please quote your lowest market rate for the supply of 36 Mattresses (72"x35"x4") **Sleepwell/Cor Fom/Kurlon** to the Academic Staff College, Panjab University, Chandigarh. The payment shall be made within seven days after the supply of material. The quotation must reach in a sealed cover by **12.8.2013 at 3.30 p.m.** along with your other terms and conditions of supply, if any.

LAST DATE OF RECEIPT OF QUOTATION: 12.8.2013 at 3.30 p.m.

OPENING OF QUOTATION: 19.8.2013 AT 3.30 P.M.

Note:-

1. The quotation must reach by Registered Post or Speed Post before **12.8.2013 at 3.30 p.m.** on the following address:

Honorary Director
Academic Staff College
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 7days 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.
11. Quote the discount rate of MRP of each item.
12. Quotations will be opened on **19.8.2013 at 3.30 p.m.** and you may depute your representative at the time of opening of quotations.

Honorary Director
Academic Staff College
Panjab University
Sector-14, Chandigarh