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**DEPARTMENT OF PHYSICS
PANJAB UNIVERSITY, CHANDIGARH-160014**

Dated: 28-10-2014

Dear Sir,

Please quote your lowest rates in duplicate should be clearly written or typed (cutting avoided) for the item/s given below or attached list, specifying make, quality, period of supply of each item along with detailed information and should reach the undersigned on or before

10-11-2014.

1. Rates quoted should be FOR Chandigarh with Validity atleast 3 months..
2. The rates of insurance, excise duty, S.T. should be clearly mentioned, original receipts for the insurance charges are required along with the bill of supply.
3. We have been exempted from paying Central Excise Duty, vide Govt. of India notification No.10/97-Central Excise dated March 1, 1997 and is valid upto 31.8.2015.
4. Special Discount for educational institutions, University teaching department may be mentioned.
5. The present rate of S.T./VAT applicable on the articles should be clearly mentioned.
6. The quotation in a sealed envelope **giving our/your reference No./Date of quotation** should be sent on or before last date.

Thanking you,

Yours faithfully,

(Prof. Rajeev K. Puri)
Principal Investigator,
UGC, R/P. Dept of Physics.

Specifications:-

1.	HP Laserjet Pro-M 1536 DNF multifunction Printer or Equivalent:- <i>With 2 line LCD display, Copy, Fax, Print and Scan (flatbed) option, print speed 25 ppm, duplex printing – automatic, Scan area size, 216x297 mm.</i> Quantity:- One.
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