

From

To

**The Executive Engineer-I,  
University Construction Office,  
Chandigarh-160014.**

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No. Works/.....

Dated.....

Dear Sir,

Please quote your lowest market rate for the supply of the following in a sealed cover marked on the envelope “**QUOTATION DUE ON 14.01.2016 at 3.30 p.m.**,” along with your other terms and conditions of supply, if any.

1. In case the cost of material involved is more than Rs. 16,000 the validity of rates must be given for at least one month, otherwise it should be 15 days.
2. The supply be commenced/made within 10 days of the receipt of supply order.
3. No payment will be made on the Performa invoice. The payment will be made after ten days through Registrar's Office.

**Ch. To:- A.R. & M.I.**

<b>Sr. No.</b>	<b>Description of Items</b>	<b>Quantity</b>	<b>Rate</b>
1	½” PTMT ball-cock of 1 <sup>st</sup> quality complete with alkathine ball etc. Make: Prayag or ISI marked	50 Nos.	@ Rs. ....
2	¾” PTMT ball-cock of 1 <sup>st</sup> quality complete with alkathine ball etc . Make: Prayag or ISI marked.	50 Nos.	@ Rs. ....
3	½” PTMT bib-cock (Short Body). Make: Prayag or ISI marked.	24 Nos.	@ Rs. ....
4	½” PTMT push-cock for water cooler. ISI marked.	12 Nos.	@ Rs. ....
5	1¼” PTMT Bottle Trap of standard design complete. Make: Prayag. or ISI marked.	24 Nos.	@ Rs. ....
6	½” PTMT angle-cock of standard size & design complete. Make: Prayag. or ISI marked.	50 Nos.	@ Rs. ....

**Conditions: -**

1. The firm should mention the rate of sales tax if applicable.
2. Condition of payment in cash shall not be accepted.
3. F.O.R. P.U. Store, Chandigarh.

Executive Engineer-I,  
P.U., Chandigarh