

From

To

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

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 12.02.2016 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.

Sr. No.	Description of Items	Quantity	Rate
1.	Supply of acrylic emulsion (exterior weather coat) 1 st quality of Asian/Nerolac/Berger make.		
a	White shade in 20 Ltr. packing	60 Ltr.	@ Rs.
2.	Supply of oil bound distemper (1 st quality) of Asian/Nerolac/Berger make.		
a	White shade in 20 Ltr. packing	80 Ltr.	@ Rs.
3.	Supply of lakh dana (1 st quality)	4 Kg.	@ Rs.
4.	Supply of plaster of paris in 25 Kg packing of Arth/Adharshree/Sakarni ISI marked.	150 Kg.	@ Rs.
5.	Supply of cement based paint Terracota of Acrocem/snowcem make in 25kg packing	150 Kg.	@ 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