

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 29.11.2016 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 7 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	Unit
1	Supply and carriage of cement including unloading and stacking at store of Panjab University, Sector 25, Chandigarh as per I.S.I specification with latest amendments in jute/HDPE Bags of 50 Kg. net weight. A) Pozzolona Portlant Cement 43 grade duly ISI market IS 8112/1989-43 of make: A.C.C/J.K./C.C.I./Jaypee etc.	250	@ Rs.	/Bag

- Conditions: -
1. The firm shall mention the VAT 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.