

PANJAB UNIVERSITY, CHANDIGARH
HORTICULTURE DIVISION

From:-
Divisional Engineer (Hort.)
Panjab University,
Chandigarh.

NIO

No. _____

Dated _____/2017

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 21.06.2017 at 3.30 P.M.** along with your other terms and conditions of supply, if any:-

1. Earthen Pots 12" size - 1500 nos.

Note:-

1. The quotation must reach by **Registered Post or Speed Post before 21.06.2017 at 3.30 p.m.** on the following address:
Divisional Engineer (H), Construction Office, 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. If the date of submission of quotation falls on holiday/declared holiday then next working day with same timing will be considered for submission of quotation.
5. Conditional and unsigned quotation will not be accepted.
6. The supply be commenced/made on as an when required basis.
7. All quoted rates should be FOR Panjab University and firm should quote the rate of all taxes.
8. No payment will be made on the Performa invoice.
9. The quotation shall not contain corrections, erasers and overwriting.
10. Please mention Name of work and due date on the Envelope.
11. The undersigned reserves right to accept or reject any quotation without assigning any reason.

Divisional Engineer (Hort.)
Panjab University
Chandigarh