

PANJAB UNIVERSITY CONSTRUCTION OFFICE
HORTICULTURE DIVISION

From

Divisional Engineer (H)
P.U. Construction Office
Chandigarh

NIQ

No.....

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 15.02.2018 at 3.30 P.M.** along with your other terms and conditions of supply, if any:-

- | | |
|---|----------|
| 1. Flower Decoration on stage and auditorium----- | 1 no. |
| 2. Bouquets ----- | 15 nos. |
| 3. Flower Arrangements on pillars ----- | 8 nos. |
| 4. Low Level Arrangements on Dias ----- | 6 nos. |
| 5. Decoration on VIP Entrance Gate ----- | 1 no. |
| 6. Flower decoration in 2 strips at
Balcony of Gymnasium Hall----- | 160 rmt. |

Note:-

1. The Flower arrangements are for 67th Annual Convocation of Panjab University on 04.03.2018.
2. The quotation must reach by **Registered Post or Speed Post before 15.02.2018 at 3.30 p.m.** on the following address:
Divisional Engineer (H), Construction Office, Panjab University, Sector-14, Chandigarh-160014
3. 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.
4. Rates should be quoted both in words and figures in quotation.
5. 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.
6. Conditional and unsigned quotation will not be accepted.
7. All quoted rates should be FOR Panjab University and inclusive 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