

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 02.12.2019 at 3:30 P.M.,**” along with your other terms and conditions of supply, if any

Ch. To:- AR & MI
Estimated Cost:- Rs. 5,37,200/-
EMD Amount:- Rs. 10,750 /-

Sr No.	Description of Items	Unit	Quantity	Rate
1.	Turpentine oil in 50Ltrs Container packing of Make Maheshwari/Rasin/Relaxo.	Ltrs	1000	@Rs.....
2.	Narial Brushes of good quality,	Nos	200	@Rs.....
3.	Hamp yarn for water line of good quality.	Kg	100	@Rs.....
4.	Looking mirror 22’’x16’’ bavelled edges with 6mm thick hard board (ACC sheet) including four holes on corners. Complete with C.P. Brass screw and washers Etc.	Nos	100	@Rs.....
5.	Glass putty of make Sartaj or ISI mark.	Kg	800	@Rs.....
6.	Sand paper of 60 no. 80 no. 100 no. 120 no. of Make Jhon ok/ Carbondm(200 nos each).	Nos	800	@Rs.....
7.	Iron wooden screw of Make Onida/ Satyam/Anchor. Confirming of ISI specifications in	Pkt	100	@Rs.....
a.	Size 1 ½ long (35x8mm) (100 nos each packet)	Pkt	100	@Rs.....
b.	Size 1 ¼ long (30x7mm) (100 nos each packet)	Pkt	100	@Rs.....
c.	Size ¾’’ long (20x5mm) (200 nos each packet)	Pkt	100	@Rs.....
d.	Size 1’’ long (25x6mm) (200 nos each packet)	Pkt	100	@Rs.....
8.	White Dhories (1.5 mtrs length)	Nos	500	@Rs.....

Conditions: -

1. The validity of rates must be at least two months.
2. The supply be made within 15 days of the receipt of supply order.
3. No payment will be made on the performa invoice. The payment will be made within 30 days through Registrar’s office.
4. GST Number is mandatory. The firm shall mention their rates of GST if applicable; otherwise quoted rates will be considered inclusive of GST. The rate of GST or any other condition will be mentioned by the firm on its letter head separately.
5. Condition of payment in cash shall not be accepted.
6. F.O.R. P.U., Chandigarh.
7. The copy of the GST shall be submitted by the firm along with Quotation.
8. The supplier shall submit the EMD in form of DD along with Quotation in favor of Registrar of Panjab University, Chandigarh. The due date, name of work, firm’s address shall be mentioned on the Quotation. Quotation without EMD shall be liable to rejected.

Executive Engineer–I,
P.U., Chandigarh