

**PANJAB UNIVERSITY, CHANDIGARH**  
**HORTICULTURE DIVISION**

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

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**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 20.08.2018 at 3.30 P.M.** along with your other terms and conditions of supply, if any:-

1. Earthen Pots sizes (11") - 1500 nos.

**Note:-**

1. The quotation must reach by **Registered Post or Speed Post before 20.08.2018 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. 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.
4. Rates should be quoted both in words and figures in quotation.
5. Conditional and unsigned quotation will not be accepted.
6. The supply be made as and when required.
7. **All quoted rates should be FOR Panjab University.**
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