From   **To**

The Executive Engineer,
Panjab 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 02.04.2021 at 3:30 P.M.,"** along with your other terms and conditions of supply, if any.

Estimated Amount:- 4,00,000/-
EMD Amount:- 8,000/-
Ch. To:- A.R. & M.I.

Sr.No.	Description of items	Qty	Rate
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 Portland Cement duly ISI marked IS 8112/ 1989-43 of make: Ambuja/ Jk Cement/Shree/A.	1000 bags	@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 rate 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. Store, Chandigarh.
7. The bidder shall submit the copy of GST along with quotation, EMD(DD) and, mention the address of firm, due date of quotation and name of item on quotation envelope.
8. The bidder shall submit the EMD in form of DD (in favour of Registrar Panjab University). Without EMD the quotation shall not be opened/cancelled.The firm can also deposit the EMD in the bank Account No. 1044978333, IFSC Code: SBIN0000742 and put up the receipt of the bank as Earnest money deposit accordingly.
9. The cement bags shall be staked at P.U. Store, Sec-25 in good conditions including loading , unloading and staking.

                                                                  Executive Engineer-I,
                                                                  P.U., Chandigarh