

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 20.04.2021 at 3:30 P.M.**,” along with your other terms and conditions of supply, if any.

Ch. To:- AR & MI

Approx. Amt.:- Rs. 4, 90,000/-

EMD. Amt.:- Rs. 9,800/-

1.	Refilling of fire extinguisher with dry powder suitable for class A,B, & C wt. 6 kg including removing, carriage to and fro in P.U. Campus Sec. 14 & 25, Chandigarh.	230 Nos.	@Rs.....
2.	Refilling of fire extinguisher with dry powder suitable for class A, B, & C wt. 5 kg including removing, carriage to and fro in P.U. Campus Sec. 14 & 25, Chandigarh.	1210 Nos.	@Rs.....
3.	Refilling of fire extinguisher with CO2.wt. 4.5 kg including removing, carriage to and fro in P.U. Campus Sec. 14 & 25, Chandigarh.	30 Nos.	@Rs.....

Conditions: -

1. The validity of rates must be for 12 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. The copy of the GST shall be submitted by the firm along with Quotation.
7. The supplier shall submit the EMD in form of DD (2% of total amount) along with quotation in favour of Registrar of Panjab University, Chandigarh. Quotation without EMD or GST shall be liable to rejected.
8. The firm shall mention the due date of quotation on the envelope. By product of any make shall not be permitted.
9. Installation will be free of cost at site.

Executive Engineer-I,
P.U., Chandigarh