

Registered

M/s _____

Sub: Notice Inviting quotation for purchase of Plastic Chairs.

This Institute intends to purchase "Plastic Chairs" for different hostels as per specifications notified here under. Please send your quotation to the undersigned in a sealed cover duly super scribed on envelop "Quotation for plastic chairs" so as to reach latest by closing date/time i.e. 24.06.14 up to 4.00 P.M.

S. No.	Description of item	Qty.	Remarks
1.	Plastic Chairs without arm rest, Make: Modern/Nilkamal/Cello or any other reputed brand of standard size.	1110 no.	

The Terms & Conditions are as under:-

- 1) It may be noted that quotation will be sent through registered/speed post only. The institute is located in a remote area and it takes 5 to 7 days to reach the mail, therefore, quotation be dispatched well in time to avoid any sort of delay.
- 2) Rate of ST/VAT if extra must be mentioned clearly.
- 3) The other terms & conditions for submitting the quotation are given overleaf which must be read carefully before submitting the quotation.
- 4) Quotation other than those addressed will not be entertained.
- 5) The Prices quoted must be FOR SLIET, Longowal.
- 6) Quotations received later than 4.00 PM on due date are liable to be ignored.
- 7) Duly signed quotation must be sent on the letter head of the party.
- 8) As per instructions if purpose of quotation is not super scribed and quotation is opened by mistake then it may be rejected.

F. I/c (Purchase)