

Form No. : P & SD/1

UNIVERSITY OF ALLAHABAD
Amended Limited Tender Enquiry (LTE)

No. : SPC/O/424/17Dated: 04-04-2017

To,

Dear Sir/s,

We intend to purchase following materials/items for **Department of Botany**. Kindly send your QUOTATION giving lowest rates per unit along with terms and conditions in Sealed Cover addressed to **Purchase Officer, Purchase & Stores Department, University of Allahabad** so as to reach this office on or before 10th April, 2017.

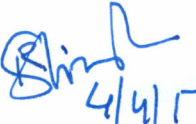
THE WORD "QUOTATION", OUR REFERENCE NUMBER AND DATE SHOULD BOLDLY BE MENTIONED ON THE COVER.

Sl. No.	Description of the Goods	Quantity Required	Rate per Unit	Total Cost
1.	Branded Executive Table (made up of compressed wood main table size 6'x3'x2½' with side movable table of size 4'x1¾' on one side & side movable drawer unit on another side with locking facility)	03		
2.	Branded high back Executive Chair (with wooden arms with P.U. cushioned seat & back leatherite covered having revolving, tilting & hydraulic uplift system)	03		
3.	Book Shelf (with glass window made in 20 gauge steel iron sheet having 4 chambers with separate door having glass panel along with locking facility complete with paint. Size 66"x33"x15")	03		
4.	Branded armed Visitor's Chair (made on chromium coated 14 gauge steel iron frame structure having cushioned seat & back covered with cotton/leatherite tapestry)	12		

1. While submitting the quotation following should invariably be mentioned:
 - a) Name of the manufacturer of the item quoted along with brand name, if any.
 - b) Details of specification.
 - c) Lowest rate F.O.R. destination.
 - d) Discount, if any.
 - e) Sales Tax /VAT at concessional rate as applicable to the Educational Institutions.
 - f) Period of validity - (minimum six months).
 - g) Firm delivery time from the date of receipt of confirmed order, condition of supply and terms of payment.
2. If you are manufacturer of the items or if you have proprietary distribution/sales authorization, please mention it in the quotation.
3. For items of equipment nature the Instruction Manual, Diagram of the circuit drawing must be supplied along with supply without which the delivery shall be incomplete.
4. Please fill in and return the Suppliers Profile Form & Mandate Form.
5. Terms & Conditions as applicable are attached.

N.B.

1. Under no circumstances unsealed quotation will be entertained in the office.
2. Quotations received after the due date shall not be considered.


4/4/17

(Dr. R. K. Singh)
Purchase Officer
Purchase & Store Department