

Punjabi University Patiala.
(Established Under Punjab Act No. 35 of 1961)
(Store Section)

No.-----388-----/Store

Date...26/8/2021.....

Subject: Quotation for the Supply of Khaki Envelopes with Cloth (Size 12x15)

Dear Sir,

Sealed quotations are invited for the supply of Khaki Envelopes with Cloth (Size 12x15)

Terms & Conditions

- 1) Rates quoted should be net (inclusive GST) against each item may be sent to this office under sealed cover on or before the prescribed date.
- 2) Supply will be accepted F.O.R Punjabi University Campus.
- 3) Supply will have to be completed within 15 days from the date of placing of the supply order in one time only.
- 4) In the event of the failure to supply the Envelopes within the stipulated period, a penalty on the bill may be charged at the directions of the Registrar, The Registrar may also cancel the supply order.
- 5) The University reserves the right to accept or reject any quotations without assigning any reason thereof.
- 6) In case of non supply of Envelopes as per the specifications, the supply order can also be cancelled, In that event the firm shall be liable to pay the extra cost to the University if any, which might have to be incurred in proceeding the supply from other firms.
- 7) The University reserves the right to increase or decrease the quantity of Envelopes.
- 8) Payment will be made against bill on the receipt of Envelopes in satisfactory conditions and after inspection by the committee.
- 9) In case of any dispute, the decision of the Registrar/Vice Chancellor shall be final and binding.
- 10) Conditional quotations are not acceptable.
- 11) Sealed quotations under registered cover supercribed as "QUOTATION FOR **"Khaki Envelopes with Cloth (Size 12x15)"**" addressed to the undersigned should reach this office latest by 6-9-2021.
- 12) In case of any clarification regarding supply contact Phone No. 0175- 5136038, 513- 6039

Yours Faithfully


Assistant Registrar (Store)