

GURUDAS COLLEGE

(GOVT.SPONSORED)

NARIKELDANGA, KOLKATA-700 054

Reference No. GSC/2021-22/ GFC/01

Dated: 11TH September,2021

NOTICE INVITING QUOTATIONS

Quotation(s)(typed/printed) for Godrej Filing Cabinet in sealed envelope are invited by the undersigned, on behalf of Gurudas College, from well established, experienced and reputed suppliers in their own printed letterhead on or before 18th September 2021 upto 4.00 pm. Supplier(s) should write the name of the production at the top of the envelope in the following manner: Godrej Filing Cabinet. Quotations opening date will be notified later.

Terms and Conditions:

- a) *All purchases will be made as per Government Rules and Regulations.*
- b) *The Agency should be registered for GST and copy of the said certificate as well as copy of the PAN card will be submitted along with the quotation.*
- c) *The rate quoted by the suppliers should be inclusive of carriage and all taxes, otherwise quotation will not be considered. The rate should be quoted both in figure and words.*
- d) *Vendors have to submit 3 or 4 order copies as credentials*
- e) *The goods supplied should be in exactitude of the specifications mentioned in the notice. Any deviation/departure/difference with the specifications mentioned will not be accepted and the payment will not be made.*
- f) *Acceptance of lowest quotation is not obligatory. The authority reserves the right to accept or to reject any or all quotations without assigning any reasons there to.*
- g) *Before submitting quotation, the intending suppliers are requested to inspect the site. No extra charges will be entertained after accepting the quotation. No conditional quotation will be entertained.*
- h) *The supplier who does not fulfill any or all of the above noted conditions and submits incomplete quotation the same will be summarily rejected. This quotation notice will form a part of the agreement.*
- i) *No Quotation paper will be accepted by Post.*
- j) *Please mention expected date of delivery/finishing date of work.*

Godrej Filing Cabinet

Sl.No.	Item Description	Qty
1	Filing Cabinet, Godrej, 4 door channel	1 pc