GURUDAS COLLEGE

(GOVT.SPONSORED)

NARIKELDANGA, KOLKATA-700 054

ReferenceNo.GSC/2021--22/OFC/Almirah   *Dated*: **13.03.2022**

NOTICE INVITING QUOTATIONS

Quotation(s) (typed/printed) for <u>Almirah for Office</u> 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 21.03.2022   upto 4 pm . Supplier(s) should write the name of the production at the top of the envelope in the following manner: Quotation for <u>Almirah for Office</u>. Tender opening date will be notified later.

<u>Terms and Conditions:</u>

a) **All purchases will be made as per Government Rules and Regulations.**

b) **The Agency should be registered for GST and a 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) **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.**

e) **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.**

f) **Before submitting quotations 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.**

g) **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.**

h) **No Quotation paper will be accepted by Post.**

i) **Please mention the expected date of delivery.**

Sl. No.	Items with Specifications	Quantity
1.	*Almirah without locker (Size as given below)* *Size* *Width= 3.5 ft* *Depth= 19 inch* *Height = 7 ft*	1.

Sd/-Principal