

Mahatma Gandhi University
University Library
Priyadarshini Hills, Kottayam. Kerala-686560
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MGUL/AD/L.C/186/2017

Dated: 02.03.2017

QUOTATION NOTICE

(Minutes of the Library Council Meeting held on 10.02.2017)

Sealed competitive quotations are invited for purchase of “**Book Trolley**” in the University Library. Details along with other Terms & Conditions are provided below. The quotations specifying lowest rate separately for each item at which the item can be supplied should reach the office of the undersigned not later than 10.03.2017 at 2.00 p.m. The quotations will be opened at 3.00 p.m. on the same day.

Specifications:

| Sl. No. | Qty | Specification |
|----------------|------------|---|
| 1. | 2 nos | Book Trolley -- Metal make, 3 Tier, 830mm Width x 350 mm Depth x 890 mm Height (Approximate) |

Terms and Conditions:

1. The rate shall be for the complete work item, transportation, loading and unloading charges, Installation and all other allied work. Original Brochure and Technical data sheet in regard to the equipment including warranty period, Service conditions and address of nearest authorized service center should be attached with the quotation and on the failure of which, the quotations are liable to be rejected.
2. No advance payment is possible. Payment will be made only after satisfactory Supply and Installation.
3. If the date of receipt/opening of the quotation is declared as a holiday, the next working day will be the last date of receipt and opening of the quotation.
4. Quotation will be valid for a minimum period of 90 days.
5. The undersigned reserves the right to reject any quotations without assigning any reason thereon.

6. The firm should provide an undertaking in stamped paper regarding after sales & service after the supply of the Product

Quotations should be addressed to **University Librarian-in-charge, Mahatma Gandhi University, Priyadarsini Hills, Kottayam** and the sealed envelope containing the quotation should be superscribed “**Quotation for Book Trolley**”. Late quotations will not be accepted. Further details of the requirements and the conditions if any can be obtained from University Librarian-in-charge, Mahatma Gandhi University Library, Priyadarsini Hills, Kottayam 686560. Details are also available in the **University website**.

University Librarian –in- charge