



MAHATMA GANDHI UNIVERSITY

SCHOOL OF MANAGEMENT & BUSINESS STUDIES

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SMBS/FURN/PUR/1/2020

31.12.2020

QUOTATION NOTICE

Competitive quotations are invited from reputed firms for the supply of the following items to School of Management and Business Studies, Mahatma Gandhi University, Priyadarsini Hills. PO, Kottayam subject to the following conditions. Date.....

Sl. No	ITEM/Specifications	QUANTITY
2	<u>Steel Jefferson chairs</u> with Writing Board for class room use.	50 Nos.

The sealed cover containing quotations shall be superscribed, "Quotation Notice SMBS/FURN/PUR/1/2020 Dated 31.12.2020" and be addressed to the Head of the Department, School of Management and Business Studies, Mahatma Gandhi University, Priyadarsini Hills P.O, Kottayam, 686560. The last date for receiving the quotation will be **12.30 pm on 10.01.2021** and the quotations will be opened at **2.30pm** on the same day

Conditions:-

1. Quoted price should be inclusive of all taxes /freight/ loading & unloading charges,etc.
2. Details such as make, model, etc., should be clearly mentioned in the quotation.
3. Customs/Excise duty exempted price shall be quoted and quoted rate should have at least three month's validity period.
4. Brochure of different models quoted should be enclosed.
5. Warranty /Guarantee conditions and supporting catalogues should be provided.
6. The right to accept or reject the quotations without assigning any reason rest entirely with the undersigned.
7. If the product has a valid DGS&D rate it should be quoted.
8. If the last date for receipt of quotations is declared a holiday, the next working day shall be the last date for the purpose.
9. The items should be supplied by the firm within two weeks from the date of issue of the Supply order.

Dr.E.Sulaiman

Professor & Head of the Department.

Copy to: - 1.Ad.B II. 2.Audit/Finance.3.Content Management Section (For uploading in the University Web Portal)