



Prof. (Dr.) Jisha M.S.  
Director NIPST  
Mob: 9497664697



CAC/87/2023

10.05.2023

### SHORT QUOTATION NOTICE

Short Quotations are invited for the supply and installation of name board and emblem as detailed below for National Institute of Plant Science Technology Lab" so as to reach the office of the undersigned not later than 2.00 p.m. on 16/05/2023

Sl.No	Details of items Required	Quantity required
1	<ul style="list-style-type: none"><li><b><u>Vision and mission board</u></b> Size- 4 x 2.5 feet Material- Acrylic sheet (Board to be anchored to wall)</li></ul>	01 No.
2	<ul style="list-style-type: none"><li><b><u>DEPARTMENT NAME BOARD</u></b> SIZE-6 X 2 feet - hanging board- to be hanged to beam using extension screw/other fittings as per requirement Material - boarder metal pipe Background -ACP sheet (green) Letters -"NATIONAL INSTITUTE OF PLANT SCIENCE TECHNOLOGY (NIPST)" -in Projection Letter. "Mahatma Gandhi University, Kottayam"-in Acrylic letter. NIPST and MGU logo – vinyl sticker</li></ul>	01 No
3	<ul style="list-style-type: none"><li><b><u>Podium emblem</u></b> Size – 14 inch round Material – brass Etch the logo of NIPST on to the Brass plate With 1cm raised edge with provision for concealed fixing Color pattern as shown</li></ul>	01 No



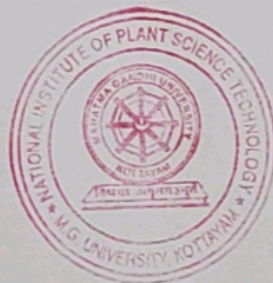
**Note: Quotations to be submitted including all the loading and unloading charges, installation charges, labour charges, etc. No charges shall be claimed other than quoting amount in the given quotation.**

Last date & time for the receipt of Quotation : <b>2.30 p.m. on 16.05.2023</b>
Date and time of opening of Quotation : <b>3.00 p.m. on 16.05.2023</b>

Sealed Envelope containing quotation shall be addressed to **COORDINATOR, NATIONAL INSTITUTE OF PLANT SCIENCE TECHNOLOGY(NIPST), Room NO.505, CONVERGENCE ACADEMIA COMPLEX , MAHATMA GANDHI UNIVERSITY, PRIYADARSINI HILLS P.O , KOTTAYAM, 686560.**

**General Conditions**

1. The brand name of the goods supplied should be mentioned separately in the quotation. GST number of the organization should also be mentioned separately in the quotation.
2. All taxes, packing, transportation charges, installation charges etc. should be included.
3. The Hardware Engineer of the University will check and ensure the quality of the materials mentioned in the quotation.
4. On approval of the quotation, the firm concerned shall complete the supply within Two weeks from the date of supply order.
5. Quotations received after the last date of submission will not be considered.
6. The right to accept or reject quotations without assigning any reason rests entirely with the undersigned.
7. If the notified last date of receipt and opening of quotations happens to be a holiday, the next working day shall be the last date for this purpose.



Co-ordinator  
National Institute of  
Plant Science Technology (NIPST)  
Mahatma Gandhi University, Kottayam.

**CO- ORDINATOR, NIPST**

Copy to:-

1. PRO Section (for Uploading in the University Website)
2. Engineering Unit
3. KSAD(mgu unit)
4. SF/FC