

Estd. Under Punjab Technical University Act. 1996 (Punjab Act No 1 of 1997)

Ref. No.: IKGPTU/ME/2652

Date: 29/01/2019

BY SPEED POST/ REGISTERED POST ONLY

Subject: - Request for quotation for the supply of workshop/ laboratory tables.

Dear Sir/Madam,

Sealed quotations, for the purchase of twenty five (25) working tables for workshops and laboratories are invited. Drawing and material specifications are enclosed. Top of the table should be planed and painted in mat finish after proper surface preparation. Steel frame should be painted in non-mat finish. The quotations should reach latest by 14.02.2019 by 3:30 p.m. in the office of Head of Department, Department of Mechanical Engineering, IK Gujral Punjab Technical University, Kapurthala, Punjab by hand or by registered or speed post only.

Terms and conditions

- The quoted price should be for Ready to Use Finished Product for one unit excluding taxes. Taxes should be mention separately. Any tax applicable will be paid extra as per Government Notification from time to time.
- The quoted rates should be F.O.R. IK Gujral Punjab Technical University, Kapurthala, Punjab.
- 3. The quantity of the item may increase or decrease as per requirement.
- The items to be delivered in the Central Store, I.K.Gujral Punjab Technical University,
 Punjab within twenty five (25) days after issuance of the supply order.
- Fifty percent advance may be released against Performa invoice if desired. Balance payments will be released after the inspection of delivered goods/items and receipt of satisfactory report.
- 6. Please subscribe on envelope "Quotation for Workshop and Laboratory Tables and to be opened by committee only".

"Propelling Punjab to a Prosperous Knowledge Speciety No.

I. K. Gujral Punjab Technical University

Jalandhar-Kapurthala Highway, Kapurthala-144 603 Website: www.ptu.ac.in

Computer Section, IKGPTI Receipt No. 37.4.2.

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7. Quotation will be opened at 4:00 PM on 14.02.2019 in the office Head of Department, Department of Mechanical Engineering, Ground Floor, CB – I, IK Gujral, Punjab Technical University, Kapurthala, Punjab. The biders of their representative may be present at the time of opening of the quotations. If Government /University declares holiday on 14.02.2019, the quotations will be opened next working day.

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Head, Department of Mechanical Engineering Cum Chairman of Committee

CC:

1. Registrar, for kind information please

2 DR (Computer Cell), for placing the request letter on university website.

