

Quotation Notice

To,

Subject: Quotation notice for purchase/supply of towards purchase of stationary items under DBT project at Biotechnology Centre during year 2022-23 reg.-

Please arrange to send sealed quotation for the rates towards purchase of stationary items to be required at PTC lab of Biotechnology centre under DBT sponsored project in year 2022-23 with particulars and conditions as mentioned below. The details of features are given in table on next page with form of quotation.

1. Particulars of supply to be made (Form attached).
2. Quotation should be given as per the given format with firms letterhead.
3. Quotation should be in name of The Head, Dept of Agriculture Botany, Dr. PDKV, Akola mentioned "Quotation for the rates towards purchase of stationary items required at Biotechnology Centre" on envelop.
4. The quotation should reach to this office on or before 16/08/2022.
5. The quotation will be accepted on all working days between 10.30 to 5.30 and will be opened on the last date of receiving quotation at 4.30 pm.
6. The quoted rate should be inclusive of all taxes with delivery at PTC lab of Biotechnology Centre, Dr. PDKV, Akola.
7. Rates quoted should remain valid for a period of 6 months from date of opening quotation.
8. The right to accept whole or part of the quotation or reject is reserved with undersigned without assigning reason therefore.
9. The material/work execution will have to be supplied as per specifications within fifteen days from the date of issue of the order or as indicated in order.
10. In the event of failure to supply the material within the specified period the undersigned will be authorized to cancel the order for supply.
11. The quantity required is subject to variation and no reason will be assigned for it.
12. Authorized dealers in different product may send a photo copy of company rates along with quotation.
13. The Samples wherever possible should be sent along with quotation.
14. **Rate is inclusive of GST as applicable and clearly mentioned in quotation.**
15. Quotation should be in printed format of quotation.

AB
naude
Head

Department of Agricultural Botany
Dr. P. D. K. V., Akola

Head
Department of Agril. Botany
Dr. P. D. K. V. Akola

43

No. HOB/1/2018/100
 Department of Agril. Botany
 Dr. P.D.K.V., Akola
 Date: 02/08/18

FORM OF QUOTATION

Sealed quotations for quoting rates towards purchase of stationary items to be required as per the enquiry of the Department of Agricultural Botany, Dr. PDKV, Akola is as under:

S.N.	Particulars	Quantity (Approx.)	Rate (Rs.) Inclusive of all at FOR Delivery	Remarks
1	Xerox Paper Rim A4 70 GSM JK Copier	10 no.		
2	Xerox Paper Rim Legal 70 GSM JK Copier	02 no.		
3	Register 2 Quire	12 no.		
4	Register 3 Quire	06 no.		
5	Register 2 Quire	12 no.		
6	Stapler 10 No Kangaroo	03 no.		
7	Stapler HP 45. kangaroo	02 no.		
8	Stapler Pin Box of 20 pkts 10 no.	01 no.		
9	Stapler Pin Box of 20 pkts 24/6 no.	01 no.		
8	Fevicol 100 ml MR make	05 no.		
9	White Lase Pkt No. 924	10 no.		
10	Autoclavable Rubber Band /Ring	01 no.		
11	Tachni Box (All Pin)	01no.		
12	U Pin Pkt Medium	02 no.		
13	Pencil Box Natraj HB	03no.		
14	Stamp Pad Ink 100 ml, Camlin	04no.		
15	White Board Marker Pen Camlin	10 no.		
16	White Board Marker Ink Camlin	10 no.		
17	Permanent Marker Pen Camlin	10 no.		
18	Highlighter Pen Faber Castle	10 no.		
19	Pin Cushion	02 no.		
20	Paper Weight Glass round	02 no.		
21	Stick It Note Pkt (Flag)	24 no.		
22	Glue Stick Big yellow color	20 no.		
23	Label for Print on A4 Box of 100 sheets	01 no.		
24	Paper Binder Clip Pkt Small	01 no.		
25	Paper Binder Clip Pkt Medium	01 no.		
26	Paper Binder Clip Pkt Big	01 no.		
27	Attendance Register 2 Quire	01 no.		
28	Tape 1"	12 no.		
29	Tape 2"	06 no.		

12

S.N.	Particulars	Quantity (Approx.)	Rate (Rs.) Inclusive of all at FOR Delivery	Remarks
30	Envelops 11"x5" Brown	1000 no.		
31	Index Box File Super steel Clip Quality	04 no.		
32	Duster for white board	05 no.		
33	Scissor medium size	05 no.		
34	Sketch Pen Set Camlin	02 no.		
35	Conference pads Natraj	100 no.		
36	Whitener Pen Camlin	10 no.		
37	Transparency Sheet A 4 size 100 pcs Box Oddy make	01 no.		
38	Hand spray-bottle (700 ml)	06 no.		
39	Hand spray-nozzle	12no.		
40	White lace (100 piece bundle) normal office	24 no.		
41	Tissue roll Tissue plus grade	70 no.		
42	Inoculation paper (85 GSM)	8 rim		
43	Face mask Double Guard Elastic- Unisurge	20 boxes		
44	Electric patti Bajaj	40 no.		
45	Koyta local made heavy duty	6 no.		
46	Cotton hand gloves (for Autoclave)	6 pairs		
47	Extension box ISI mark and its equivalent	4 no.		

The conditions in the quotation notice are accepted by me.

Place :

Signature of the Supplier &

Date :

Seal of the firm