



Dr. PANJABRAO DESHMUKH KRISHI VIDYAPEETH, AKOLA  
VASANTRAO NAIK COLLEGE OF AGRICULTURAL BIOTECHNOLOGY  
Waghapur Road, Yavatmal – 445 001 (Maharashtra)

Dr. N. D. Parlwar,  
Associate Dean

Phone – 07232 - 251745

Fax – 07232 - 251745

Email – [yncab.ytl@gmail.com](mailto:yncab.ytl@gmail.com)

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Date - 13 /02 /2020

**Quotation Enquiry Letter**

To,


**Subject:** To provide the quotation rate for arranging the workshops on Personality Development for Scheduled cast students at Vasant Rao Naik College of Agricultural Biotechnology, Waghapur Road, Yavatmal.

The college has to arrange workshops on Personality Development for scheduled Cast (SC) students under ICAR SC-SP scheme 2019-20. For this purpose we required academy that provides eminent experts to taught and guide the scheduled cast students for capacity building & career development. Hence it is requested to send the quotation rates by reputed academy **along with provide training kit and study material, books etc.** and to conduct the tutorials for SC students **for 37 Participants** at Vasant Rao Naik College of Agricultural Biotechnology, Yavatmal on approximately following particulars.

SN	Particular	Topics included in training/tutorial	Rate
1	Personality Development Workshop (Approximate 37 candidates)	1. Confidence 2. Career / Interview 3. Motivation 4. Communication (Listening, Public Speaking, Presenting) 5. Strengths / Weaknesses 6. Self Understanding 7. Leadership 8. Optimism / Positivity / Happiness 9. Organization / Efficiency 10. Families / Parenting / Relationships 11. Purpose / Passion / Vision 12. Assertiveness / Attitude.	* Rates should be quoted inclusive of all taxes & inclusive of cost of the training kit and study material, books etc.

**Terms and conditions**

1. The sealed quotation should be in the name of undersigned mentioning “*Quotation rates for Personality Development Workshop*” on the envelope.
2. Quotation should reach to this office on or before of 24/02/2020.
3. The quotation will be accepted on all working days between 10.30 am to 5.00 pm and will be opened on the closing date.
4. The rates quoted have to be inclusive of all taxes.
5. The right to accept whole or part of the quotation or reject is reserved with the undersigned without assigning reason thereof.
6. The particulars required are subject to variation and conditional quotation will not be accepted.
7. Rates should be quoted in words and figures without any correction or overwriting.
8. Registration no., GST no. of the firm should be noted on quotation.

  
Associate Dean,  
Vasant Rao Naik College of Agril.  
Biotechnology, Yavatmal