

QUOTATION

Sub: Calling for Quotations Procurement of summer uniform of the National Museum-reg.

Sir/Madam,

Sealed quotations are invited for the items mentioned at **Annexure 'A'** (copy enclosed) on reverse of this letter. The firm which are interested to supply the items required, by this office may submit their quotations to the undersigned latest by **15th September, 2016 at 3.00pm**. The Quotations will be opened on the same day.

While furnishing the quotation, following points should be carefully noted:-

1. Please mentioned this office's Reference no and super scribe "**QUOTATION**" in block letters on the top of the envelop. Last date for submission of the quotation may also be mentioned.
2. Please mention brand/make/ if any and other relevant information as deemed appropriate and enclose sample for the same.
3. Rates should include packing, delivery charges & s.tax., no other charge will be paid other than quoted rates.
4. Quotations received after the prescribed date and time will not be considered.
5. Articles for which quotations are furnished should be available for inspection to a representative of the Museum if required by this office.
6. The materials, rates for which have been quoted in quotation should be readily available with firm/bidder and they should be able to supply the items at a short notice.
7. This office reserves the right not to accept the lowest quotation and reject any quotation without assigning reasons therefore.
8. Canvassing directly or indirectly in connection with the tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing are likely to be rejected.
9. It will not be obligatory on the part of the National Museum to accept the lowest quotation and no reason whatsoever shall be given for the cause of rejection of any quotation of tenderers.
10. The National Museum reserves the rights to modify, reject, postpone the bids, without assigning any reason & may call fresh tenders.
11. Terms & conditions along with period to execute the work should be mentioned clearly. Please mention & enclose copy of sale tax /TIN & service tax number on the quotation letter.

Yours faithfully


(Parveen Singh Parhiar)
Administrative Officer

Annexure 'A'

Si. No.	Particular Summer Uniform (AS per Sample)	Qty	Unit Price
1.	Pant Cloth (Terrycot)	110.4 Mtr	
2.	Shirt Cloth	207 Mtr.	
3.	Gents Sleeper	46 nos	
4.	Ladies Sleeper	04 nos	
5.	Ladies (Suit & Salwar) (Terrycot)	36 Mtr.	
6.	Ladies Chunni	18 Mtr.	
7.	Mail Shoes	46 Pair	
8.	Mail Shocks	138 Pair	
9.	Female Shoes	04 Pair	
10.	Female Shocks	12 Pair	