

NOTICE FOR CALLING THE QUOTATION/TENDER

Office of the Principal
University Women's Polytechnic
A.M.U., Aligarh.

D.No. 03/Ext/WP

Dated: 29/01/19

M/s

Mob. No. -----

Dear Sir,

Sealed quotation/tenders are invited for the following articles/items on the terms and conditions printed over leaf. Quotation should reach this office on or before 09.02.2019 by : 1:00 P.M.

S.No.	Items	Quantity
01	Microsoft Office Proplus 2019 SNGL OLP NL ACDMC	30

Principal
University Women's Polytechnic
A.M.U., Aligarh

(Signature)
29/01/2019
(Dr. Salma Shaheen)
PRINCIPAL
Univ. Women's Polytechnic
A.M.U., Aligarh
(Signature)
29/1/19

1. Goods are required to be dispatched F.O.R. Aligarh/Ex-Godown/at site by Passenger Train/Goods Train/Parcel Post.
2. Goods will be supplied in the name of the Principal, University Women's Polytechnic, A.M.U., Aligarh.
3. The Department has the right to accept the rates of some or all the articles required.
4. The Department reserves the right to reject any or all the quotations without assigning any reason or to allot full or part of the supply to one or more firms.
5. Payment shall be made against bill.
6. In case goods are not according to specification, the cost of returning them shall be borne by the supplier.
7. The goods have to be supplied within 15 days.
8. The period of validity of the rates offered may be specified.
9. The quotations containing uncalled for remarks are likely to rejection.
10. The firm registered with the Sales-Tax Authority should mention Sales-Tax Registration No. Wherever applicable.
11. The discount/rebate admissible, if any, may be quoted.
12. The rate of Sales-Tax including Surcharge alongwith concession admissible to educational institution may be specified.
13. Other incidental charges such as packing, forwarding, insurance etc. May be indicated clearly.
14. In case of out-station supplies, the documents be sent through Bank.

Principal

University Women's Polytechnic

Univ. Women's Polytechnic
A.M.U., Aligarh

[Handwritten Signature]
29/10/2019

PRINCIPAL
Univ. Women's Polytechnic
A.M.U., Aligarh