

NOTICE CALLING FOR QUOTATION / TENDER

**Office of the Dean
Faculty of Engg. & Technology.
A.M.U. Aligarh.**

Dated: 07.09.2013

M/S.....
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Dear Sir(s),
Sealed quotations/tender are invited for the following articles on the terms and conditions printed over leaf.

Quotation should reach this office on 23-09-2013 by 11:00A.M.

SI NO	Approximate quantity needed	Particulars/Specifications
01	02	Godrej Filling Cabinet (20Gauge) Four drawers

TERMS & CONDITIONS

1. Goods should be dispatched F.O.R. Deans office F/O Engineering,& Tech. Aligarh Muslim University, Aligarh.
2. Goods should be dispatched in the name of the Dean F/O Engineering,& Tech Aligarh Muslim University, Aligarh.
3. The articles which are not found according to the specifications given to the supplier or are damaged will not be accepted and the supplier will be liable to remove the same from the University campus within 14 days from the date of rejection after which the University will be not responsible for safe custody thereof. The cost of returning shall be born by the supplier.
4. Goods must be supplier within **10 days** otherwise the order shall be treated as cancelled. For goods supplied after stipulated period must be supported with regular sanction of extension of the period by the competent authority.
5. Any increase in the rate during the course of supply shall not be accepted unless confirmed by this office.
6. The incidental expences such as packing, carriage, Railway freight, forwarding the Insurance etc. will be paid by the firm.
7. Payment shall be made against bill which should be forwarding in triplicate.
8. Certificate "D" of Central Sale-Tax duly filled in is enclosed for obtaining necessary concession in Central Sales Tax.
9. Attached the Dealership/Representation certificate of Godrej if any.

**Prof. Hamid Ali
Dean**