

**DEPARTMENT OF GANDHIAN AND PEACE STUDIES,
PANJAB UNIVERSITY, CHANDIGARH**

No. 1364/GPS
Dated 18/9/2018

Sir,

Please quote your lowest rate in DUPLICATE for the following items along with the details information. Your Quotation should reach the undersigned by Registered/ Speed post on or before 28/09/2018 till 04:00 p.m. in the office of Gandhian and Peace Studies.

Item:- Air Conditioner 2 ton with inverter (Quantity 02).

The quotation should be typed or written clearly avoiding over- writing.

1. The rates quoted should be F.O.R. Chandigarh.
2. The rates of Goods and Service Tax should be mentioned clearly.
3. **SPECIAL DISCOUNT** for educational institutions/Universities teaching department may be mentioned.
4. The quotation giving our reference number and due date of quotation should be sent in a sealed cover by Registered/ Speed post in two **technical and financial bids separately along with 2% EMD of the total cost**, otherwise, it will not be possible for us to consider your quotation (In Favour of Chairperson, Deptt. of Gandhian and Peace Studies).
5. No advance payment will be made. Bill/s will be passed for payment by the University office after verification of the material and work done.

Yours sincerely