

Gautam Buddha University

(Established by the Uttar Pradesh Gautam Buddha University Act, 2002
UP Act No. 9 of 2002, Passed by the Uttar Pradesh Legislature)

Greater Noida, G.B. Nagar (U.P.)

F.No.GBU/018/S.O./16/2015

26 December, 2015

NOTICE INVITING QUOTATION

For Supply of Track Suits & Sweat Shirts

Dear Sir/Madam,

The GBU is interested in the supply of the article(s) as per attached **Annexure - A**. Please send your quotation on firm's letterhead and in a sealed envelope indicating (I) Name of the article (II) reference number of this letter and (III) date of opening of Quotation on the top of the envelope. Your quotation should reach to The Registrar Office, Administrative Building Gautam Buddha University, Greater Noida- 201312 (U.P) on or before 02.01.2016 up to 11.00 a.m., same to be opened on 02.01.2016 at 11.30 a.m. in Stores & Purchase Department, Administrative Building. The quotations will be opened in the presence of the representatives of the quoting firms, if any.

General Terms & Conditions for the mentioned job :

1. Attach self attested photocopy of Registration Certificate.
2. Attach self attested photocopy of Sales Tax/VAT/TIN/Service Tax Certificate.
3. Please quote rates keeping in view of the work requirement.
4. The prices quoted should be inclusive of all taxes, charges etc. and FOR at GBU site.
5. No Advance payment shall be made in any case.
6. The payment shall be made only on the receipt of necessary bills and on basis of verification by the concerned person/department.
7. The quoted rates should be valid for three months from the last date of quotation submitted. No price hike will be applicable.
8. Late/Delayed/Opened quotations are liable to be rejected.
9. Quotations are liable to be rejected if any of these instructions are not complied with.
10. For any query please feel free to contact Stores & Purchase Department on telephone no. 0120-2344238/2346561.

Stores & Purchase Deptt.

(On Firm Letter Head)

Annexure – A

To,

The Registrar
Gautam Buddha University
Greater Noida – 201 312

Subject : **Quotation for Supply of Track Suits & Sweat Shirts**

Reference : **F.No.GBU/018/S.O./16/2015 dated 16 December, 2015**

Sir,

Please find below our best competitive rates for the said work :

S.N.	Description	Qty	Unit Price	Tax @	Grand Total
1	Track Suits (Micro) Shiv Naresh/Vats/Sports sun/Athlete with printing of University logo infront and name in back side.	22 Nos.			
2	Sweat Shirts (Adiddas/ Puma/Shivnaresh/Vats) with printing of University logo infront and name in back side.	22 Nos.			
			G. Total Rs. (incl, tax)		
	G. Total Cost (in words) Rs.				
	Delivery period :				

Note:-Supplied items should be as per existing GBU sample. The participants firms must see the sample before quotating the rates.

ACCEPTANCE : I/We accept the terms and conditions and shall comply with them strictly.

(SIGNATURE OF THE BIDDER)

NAME :

Tel./Mobile No. :