



PEC UNIVERSITY OF TECHNOLOGY, CHANDIGARH

OFFICE OF DEAN STUDENT AFFAIRS

Memo No. PEC/DSA/

Dated:

From

Dean Student Affairs,
PEC University of Technology,
Chandigarh.

To

Memo No. PEC/DSA/
Dated : _____

Subject : Quotations

Quotations are hereby invited in respect of the articles mentioned as per list attached. The quotations should be sent directly to the undersigned in the sealed cover with transparent fixing tape duly signed in ink underneath by post marked **“quotation and due date”** on the top of envelope so as to reach this office on or before **5-10-2015** through Registrar/Speed post.

These will be opened by the committee members on **6-10-2015** at **3.00 PM** in the presence of the tenderers or their representatives who may care to be present before the committee members. The right of accepting or rejecting my quotation without assigning any reason is reserved. Necessary literature of the articles may please be sent.

S.No.	Description of the articles & Specification	Quantity Required
	As per list attached	

It may please be specified if the packing, insurance and sales tax/excise duty etc. will be inclusive or extra of the prices quoted. Please quote delivery period also. Only best quality should be quoted. The quotation for advance payment or payment against delivery will not be accepted

Terms & Conditions : Overleaf

**Dean Student Affairs,
PEC University of Technology,
Chandigarh.**

Memo No. PEC/DSA/

Dated:

Sr. No.	Specification of the material	Amount
1.	<ul style="list-style-type: none"> (a) Water proof Hanger Pandal (90 ft ×150 ft) with covered sides alongwith curtains for seating 1000 students & other Open Pandal of size 90 ft ×120 ft for refreshment + 30 ft × 60 ft (b) Dress changing Pandal 30'× 45' with cover, Pandal 45'× 45' with cover (inside refreshment Pandal) (c) Stage 50×35×2.5 ft for seating of Director, Chief Guest & other with cover mounted on single truss, stage to bear a formal look. (d) Chairs 900 no., Banquet with cover. (e) Executive sofa set for 100 seats. (f) Thick green carpeting (inside pandal of 90'× 150', dress changing pandal 30'×45' & passage) (g) Thick red carpeting (on passage) (h) Maharaja Carpet (near stage) (i) Fans (noiseless)- 40nos. (j) Decoration of stage/pandal (inside, outside & passage) with flower & bouquets having formal look. (k) White sheet (new) on stage. (l) Table-125 nos., round tables - 25nos. (m) Cabins of size 6 ft × 9 ft with octonorm panels- 09 nos. (n) Additional side kanat- 30 nos. (o) 10 nos pedestal ACs only on 17.10.2015 – 4 ton each capacity for stage and other areas. The rates may be quoted separately, requirement will be as per weather conditions. (p) Illumination of Auditorium Building and Administrative Building on 16.10.2015. 	

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PEC University of Technology
Chandigarh

Memo No. PEC/DSA/

Dated:

Terms & Conditions:-

1. All the arrangements must be complete on **16.10.2015 at 9.30 AM.** for rehearsal for convocation to be held on 17.10.2015. The convocation will be over by **04:00PM on 17.10.2015.**
2. The rates are F.O.R. PEC, Chandigarh.
3. No carriage charges will be paid extra.
4. A penalty upto 10% of work order will be imposed in case of delay or work not found satisfactory on the recommendation of committee.
5. An **EMD/Bid Security** amount of **Rs. 25000/-** should be submitted along with the quotation in form of DD in favour of Director, PEC University of Technology, Chandigarh. **Quotation without EMD will not be considered.**
6. It may please be specified if the packing, insurance the sales Tax/Service Tax/VAT/Excise Duty etc. will be inclusive or extra of the prices quoted.
7. All legal disputes will be subject to Chandigarh Jurisdiction and will be interpreted under Indian Laws.
8. The Director PEC University of Technology reserves to himself the right to reject any or all quotations without assigning any reasons.
9. The bidders shall not be allowed to change, alter or modify the bids after expiry of the deadlines for the receipts of bids.
10. The firm is entirely responsible for any damage or losses occurred to the material in the transit. The firm will lodge all complaints regarding the damage occurred in the transit and shall bear all expenses.
11. Bids received after the due date will not be considered.
12. Generally the bid offer will be receipt opened on the day as specified in the schedule. If the above day is declared holiday, then the tender shall be receipt opened on the next working day at the same time.

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