

Speed Post

Tel. No.2541741

Fax No. 91-172-2783336

**DEPARTMENT OF PHYSICS
PANJAB UNIVERSITY, CHANDIGARH-160014**

PHS/_____

Dated:_____.

Dear Sir,

Please quote your lowest rates in duplicate should be clearly written or typed (cutting avoided) for the item/s given below or attached list, specifying make, quality, period of supply of each item along with detailed information and should reach the undersigned on or before

12-05-2015 till 5.00 p.m.

1. Rates quoted should be FOR Chandigarh with **Validity at least 3 months.**
2. The rates of insurance, excise duty, S.T. should be clearly mentioned, original receipts for the insurance charges are required along with the bill of supply.
3. We have been exempted from paying Central Excise Duty, vide Govt. of India notification No.10/97-Central Excise dated March 1, 1997 and is valid upto 31.8.2015.
4. Special Discount for educational institutions, University teaching department may be mentioned.
5. The present rate of S.T./VAT applicable on the articles should be clearly mentioned.
6. The quotation in a sealed envelope **giving our/your reference No./Date of quotation** should be sent on or before last date.

Thanking you,

Yours faithfully,

(Dr. Sakshi Gautam)
Principal Investigator,
DAE, R/P. Dept of Physics.

Specifications:- Sheet attached.

