



**CENTRE FOR NANOSCIENCE &
NANOTECHNOLOGY**
(South Campus, Block-II, Sec-25)
PANJAB UNIVERSITY, CHANDIGARH-160014 (INDIA)

NSNT/3060-3064

Date: 10/01/2017

Speed post/Registered post

Dear Sir,

Please quote **Technical and Financial bids (in two separate envelopes)** for the supply of following item(s) to the Principal Investigator, Centre for Nanoscience and Nanotechnology, Panjab University, Chandigarh as per specifications: -

Sr. No.	Generic Name – Executive Office Table Quantity required: 1 No
1.	<p style="text-align: center;"><u>Specifications</u></p> <p style="text-align: center;">Executive Office Table</p> <ul style="list-style-type: none">i. Make: Wood or Combination of Wood and SS Frameii. Size: Length: 6 ft, Width: 3 ft, Height: 31 inch (There may be minor variation in size as per the standard supplier's size). Toughened glass top: Min. size 32-inch X 4 ft). Should have provisions for connection for computer. Table should have drawers.iii. Warranty: Minimum warranty of 1 year. <p style="text-align: center;">(Please see the attached representative image)</p>

The quotations must reach in sealed envelopes by **27.01.2017 at 5.00 p.m.** along with your other terms and conditions of supply, if any.

LAST DATE OF RECEIPT OF QUOTATIONS: 27.01.2017 AT 5.00 P.M.

***OPENING OF QUOTATIONS: 30.01.2017 AT 3.30 P.M.**

(*If it is a holiday, next working day will be considered)

Note: - The quotation must reach by hand/registered post/speed post on or before **27.01.2017 by 5.00 p.m.** at the following address.

**The Principal Investigator,
Centre for Nanoscience and Nanotechnology, Panjab University,
Science Block- II, Sector-25, University South Campus, Chandigarh-160014.**

- MOST IMPORTANT -

1. The bidders are requested to attach the EMD as demand draft of 2 % of the total value of the quotation/proforma invoice in the name of 'The coordinator, Centre for Nanoscience and nanotechnology, Panjab University Chandigarh', **without EMD financial bids will not be entertained.**
2. Please quote technical and financial bids separately (in two separate envelopes) with EMD.
3. Panjab University, does not take responsibility for any postal delay in delivery of registered/speed post or lost in transit of quotation.
4. We have been exempted from paying central excise duty to vide govt. of India notification no. 10/97-central excise dated March 1, 1997 and is valid up to 31-8-2020.
5. The rate should be quoted both in words and figures in **financial bid only.**
6. Conditional and unsigned quotation will not be accepted.
7. The supply of consignment be commenced/made within 30 days of the issue of supply order.
8. All quoted rates should be for Panjab University and the firm should quote the rate of all taxes.
9. No payment will be made on proforma invoice.
10. The quotations shall not contain corrections, erasers, and overwriting.
11. The undersigned reserves the right to accept or reject **any quotation without assigning any reason at any stage. Lack of workmanship in the product may warrant rejection of the product even after delivery.**
12. **Special discount for the educational institution, University teaching department may be mentioned.**
13. Quotation shall be opened on **30-01-2017 at 3.30 p.m.** and **you may depute your representative at the time of opening of quotation.**
14. The quotation (technical and financial bid with EMD) in a sealed envelope giving our/your reference no./date of quotation should be sent after affixing the required postage stamps. The quotation may be sent by speed post /registered post (as far as possible) / by hand.
15. The present rate of S.T. applicable on the articles should be clearly mentioned.
16. Earnest money/security deposit/any other sums of the tenderers lying with the University in connection with and other tender/case will not be considered against this tender.
17. Technical specifications are intended to be descriptive only and not restrictive. The bidder may substitute alternatives with identical standards, brand names and/or catalogue numbers in its bids (if any), provided that it demonstrates to the purchaser's satisfaction.

18. The bidders shall provide a list of reputed institutions/universities/research laboratories in India where their equipment had been installed.

Mention clearly whether you meet the Technical Specifications (yes/no)

Sr. No.	Specifications	Specify Yes/No
1.	Generic Name – Executive Office Table	
	<p>iv. Make: Wood or Combination of Wood and SS Frame</p> <p>v. Size: Length: 6 ft, Width: 3 ft, Height: 31 inch (There may be minor variation in size as per the standard supplier's size). Toughened glass top: Min. size 32-inch X 4 ft). Should have provisions for connection for computer. Table should have drawers.</p> <p>vi. Warranty: Minimum warranty of 1 year. (Please see the attached representative image)</p>	

Yours faithfully,



(Dr. Jadab Sharma)

Principal Investigator,

SERB-ECR Grant/UGC-Start up Grant,

Centre for Nanoscience & Nanotechnology, Panjab University

Attachment: As mentioned above.

Attachment:

Representative image of the executive office table



Size: Minimum 6 Ft X 3 Ft (Toughened glass top, min. size 32-inch X 4 ft). Should have provisions for connection for computer. Table should have drawers.