



KATWA COLLEGE

(Affiliated to the University of Burdwan)

P.O.: Katwa, Dist.: PurbaBardhaman, West Bengal, PIN- 713 130, India

Ref. No.:68/Visitor's Chair/KC/PC/2023

Date: 25th July, 2023

Invitation of Quotation for Visitor's Chair

Sealed Quotations are hereby invited by the undersigned on behalf of the Principal, Katwa College for Supply of Visitor's Chair for the principal's room of the institution as per terms & conditions mentioned below. The filled quotations along with the entire required document must reach in the office of the undersigned on or before 31st July, 2023 (Monday), 5:00 p.m. (Including holidays).

Approximate quantity and Specifications of item:

Sl. No.	Name of Item	Specifications of Item	Size	Pieces
1	Visitor's Chair	<ul style="list-style-type: none">• Brand: "PANKAJ"• Chrome Plated Capsule & Round Pipe Frame.• Black Rexin upholstery above best density foam on ply.	<ul style="list-style-type: none">• Length: 22"• Width: 21"• Height: 35"	25 pcs.

N.B.: If you have any other quarry then please contact the principal, Katwa College before the submission of quotation.

Terms & Conditions:

- The quotations received after this deadline & unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible. **The offer Submitted Fax/Email shall not be considered and no correspondence will be entertained in this matter.**
- Quotations must be in the enclosed prescribed Proforma on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized representative, In case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation. **Quotation must be dropped in "Quotation Box" located in Administration Block of Katwa College, Katwa.**
- **The quotation shall specify the rate for each item separately.**
- **Rates must be quoted in Indian rupees** and as per the format specified taxes extra if any must be written separately.
- Rates must be quoted FOR basis (including Freight charges, Insurance, installation etc.).
- No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
- **The rates quoted must be valid for only 15 days minimum (due to emergent requirement)** from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
- Payment Terms: Payment will be only after completion of work and after inspection by the Katwa College.
- **The latest / revised item/method shall be used.**
- In any case any quotation/s may be canceled by the authority without showing any cause.

Sd/-
Principal
Katwa College