

**DR. S. S. BHATNAGAR UNIVERSITY INSTITUTE OF CHEMICAL ENGINEERING
AND TECHNOLOGY, PANJAB UNIVERSITY, CHANDIGARH**

No. SSBUI CET/TEQIP-III/70

Date: 19/09/2018

**Subject: Invitation for Quotations for folders and bags for Conference /
Symposium/workshop /FDP etc under TEQIP III.**

Dear Sir,

Dr. SSBUI CET, Panjab University is frequently organizing Conference/
symposium/workshop/ FDP etc under TEQIP III Project. The list of folders and bags are
attached along with our approximate requirement for 1 year for various events.

**Kindly quote the best rates for the specified items with specifications given in Annexure-I
in the name of Project Head, TEQIP-III, Dr. SSB University Institute of Chemical
Engineering and Technology, Panjab University, Chandigarh by 03:00 p.m., 03/10/2018.**

- Quotation should be submitted in a sealed envelope superscribed with words “**QUOTATION
FOR FOLDERS AND BAGS UNDER TEQIP-III PROJECT**”.
- The rates should be quoted inclusive of all taxes and rate should be quoted for each item
separately.
- The validity of quotation should be one year.
- The rate contract will be split up item wise and awarded to the vendor who happens to be
lowest in that particular item.
- For the purchase of folders and bags, an individual order will be issued on time to time basis.
- The rate contract can be extended further for one year if the delivery is of satisfactory quality.
- Income tax as per existing rate will be deducted at source.
- GST and PAN No should be mentioned.
- 100% payment will be made directly in bank account of the vendor by TEQIP-III, Dr. SSB
UICET after the receipt of bill and acceptance of material.
- The Project Head, TEQIP-III, Dr. SSBUI CET reserves the right to reject any or all offers
without assigning any reason thereof.
- The Project Head, TEQIP-III, Dr. SSBUI CET, Panjab University, Chandigarh will be the
arbitrator for any dispute. The place of jurisdiction for the purpose of any dispute arising within
shall be Chandigarh.

**NOTE:- Vendor should submit the samples with the quotations which will be returned
back after the approval of quotations.**

Thanking You,
Yours Sincerely,

Prof. Anupama Sharma
Coordinator- TEQIP III

Prof. Amrit Pal Toor
Project Head

ANNEXURE-I

S.No.	Item	Approx. requirement for one year (Qty.)	
1	<p align="center">Folders</p> <p>1. Brown/Black color leatherite folder with three sides single zip closure</p> <p>2. size 13.5 inches x 10 inch</p> <p>3. Holder for pen</p> <p>4. Printing of Conference/Symposium/workshop/departmental logo</p>	500	pcs
2	<p align="center">Jute Folders</p> <p>Jute folder 10"x13" with inside 4 pockets and Valero for locking</p>	100	pcs
3	<p align="center">Plastic Folder</p> <p>Plastic Folder bag 10"x14" with plastic leafs or 4 compartments (plastic)</p>	200	pcs
4	<p align="center">Bag 1</p> <p>1. Black coloured laptop pithu bags</p> <p>2. Size- 17.5" x 14" x 9", 1600 denial imported mattie, inside silver coloured imported lining</p> <p>3. Front 2 pockets with good quality chain</p> <p>4. Double partition with laptop column</p> <p>5. Cushion at the bottom for laptop</p> <p>6. Printing of Conference/Symposium/workshop/departmental logo</p>	500	pcs
5.	<p align="center">Bag 2</p> <p>1. Black color side bag</p> <p>2. Size- 12.5"x 12.5" X 5.5" along with long flap, Double partition</p> <p>3. Including two extra pocket with long sling belt</p> <p>4. Good quality chain</p>	100	pcs