

**GOVERNMENT MEDICAL COLLEGE & HOSPITAL, SECTOR 32,**  
**CHANDIGARH**  
**GENETIC CENTRE**

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

No. GMCH/Genetics/2010/

Dated:-\_\_\_\_\_

**Subject: Quotation for the purchase of Desert Cooler.**

Please quote your rates and other terms and conditions for the supply of the following item as per list given below alongwith the certificate that the 'Rates Quoted are not higher than those quoted to DGS&D and other departments/institutions'. The envelope containing the quotation would be sealed and superscripted as:-

**'QUOTATION FOR THE PURCHASE OF Desert Cooler due on 03-05-2010**

<u>S.NO</u>	<u>PARTICULARS</u>	<u>QUANTITY</u>
01	Desert Cooler	1

LITERAIRE/CATALOG/BROCHURE/SAMPLES OF THE ABOVE SAID PRODUCT SHOULD BE ATTACHED ALONGWITH QUOTATION.

**Other terms and conditions of the supply will be as under:-**

1. S. Tax/VAT will be paid extra if and as applicable as per new instructions, provided it is made clear in the quotation that S. Tax/VAT is not to be paid extra. The VAT/ST number allotted to the individual firm by the Government is also required to be mentioned on the quotation. Similar will be in case of Excise Duty. The proof with regard to depositing of Excise duty with the Excise & Taxation Department should be attached with the bill to avoid delay in sanction of payment.
2. The rates must be quoted for Chandigarh otherwise the quotation is likely to be rejected.
3. The rate should be quoted both in words and figures, failing which the quotation will not be considered.
4. Validity period for each item may please be specifically mentioned in your quotation (which should be atleast for one year)
5. Delivery period for each item may please be specifically mentioned in your quotation, which should not be more than 30 days, if the firm/company is situated at Chandigarh, Mohali, Panchkula, otherwise 40 days from the date of issue of the supply order.
6. The quotation may be addressed to the Director Principal, Genetic Centre, Sarai Building, Ground Floor, Govt. Medical College & Hospital, Sector 32, Chandigarh.
7. A penalty @ 5% per month will be deducted for belated supplies and in the event of non-supply; the name of the firm will be removed from mailing list.
8. The full payment will be made to the firm after receipt of material inspection of the same by the inspection committee and submission of bill.

This may please be treated as most urgent and your reply/quotation should reach this office by **2.00 pm on 03-05-2010.**

**Prof. B.S Chavan**  
**Head, Deptt of Psychiary,**  
**Incharge, Genetic Centre,**  
**GMCH-32, Chandigarh.**