

**SOPHISTICATED ANALYTICAL INSTRUMENTATION FACILITY
PANJAB UNIVERSITY, CHANDIGARH – 160014**

No.....
Dated.....

Sir,

Please quote your lowest rate in DUPLICATE for the following items along with the detailed information. Your Quotation should reach the undersigned by Registered/ Speed post on or before 07/12/2015

Item:-

- 1. 9mm Blue Cap With White Silicon/ PTFE Being Slit Bonded Septa (pk of 100)**
- 2. 1.5ml Screw Top Vial 9mm Clean Glass (pk of 100)**
- 3. 0.2µm Disposable filter with 0.25mm dia PTFE non polar (HPLC Certified)(Pk of 100)**

The quotation should be typed or written clearly avoiding over-writing.

1. The rates quoted should be F.O.R. Chandigarh.
2. The rates of insurance, excise duty, sales tax should be mentioned clearly. Original receipts for insurance charges are required along with the bill of payment.
3. SPECIAL DISCOUNT for educational institutions/Universities teaching department may be mentioned.
4. The quotation giving our reference number and due date of quotation should be sent in a sealed cover by Registered/ Speed post in two technical and financial bids separately(sample should be provided with the technical bid) ,otherwise, it will not be possible for us to consider your quotation.
5. No advance payment will be made. Bill/s will be passed for payment by the university office after verification of the material and work done.

Yours sincerely,

Director