

NOTICE**Quotation No:18/2023-24**

Sealed quotations are invited for the supply of the materials specified in the schedule attached below/overleaf. The rates quoted should be for delivery of the articles at the place mentioned below the schedule. The necessary superscription, due date for the receipt of quotations, the date up to which the rates will have to remain firm for acceptance and the name and address of officer to whom the quotation is to be sent are noted below. Any quotation received after the time fixed on the due date is liable to be rejected. The maximum period required for delivery of the articles should also be mentioned. Quotations not stipulating period of firmness and with price variation clause and/or 'subject to prior sale' condition are liable to be rejected.

The prices quoted should be inclusive of all taxes, duties, cesses, etc. which are or may become payable by the contractor under existing or future law or rules of the country of origin/supply or delivery during the course of execution of the contract.

Special conditions, if any, printed on the quotation sheets of the tenders or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.(GSTIN-32AAAGP0670C1ZW)

Superscription : D3/5768/23/RIT -Purchase ofA4 size paper and
paper file

Quotation No : 18/2023-24

Due date and time for receipt of quotations : 21.10.2023 2.00 PM

Date and Time for opening Quotation : 21.10.2023, 3.00 PM

Date up to which the rates are to remain firm for : 31.03.2024
acceptance

Designation and address of Officer whom the : Principal
quotation is to be addressed Rajiv Gandhi Institute of Technology, Kottayam

Place:Kottayam

Date:06.10.2023

Details of items**Quantity**

1. Paper File	420 Nos
2. A4 Paper Bundle	150

Place:Kottayam

Rajiv Gandhi Institute of Technology, Kottayam

Date:06.10.2023

Approval Valid

Digitally Approved By

Dr.Prince A

Date: 06.10.2023

Reason: Approved



List of items to be purchased

Sl. No.	Item Details	No. of items
1	Paper File	420
2.	A4 Paper Bundle	150

Terms and Conditions

1. The quotation no. and reference no. should be superscribed in the sealed quotation cover
2. Rate should be quoted for the item.
3. The payment will be made after the satisfactory completion of the supply an verification by the department.

Dr.Prince A

Principal