



Dear Sir,

Subject: Quotation for Packing roll & Label.

With reference to subject cited above, kindly make arrangements to send your Quotation/Proforma Invoice in a sealed cover to the undersigned for the supply of the following item/s as detailed below on or before **28th** February, **2020** positively by post/ courier/Hand. Quotation sent by Fax/mail will not be accepted. Please enclose the copies of your GST, Tin Number, Pan Number.

SI No	Item	Qty
1	Tyvek Packing roll of guzzetted type 45 inches	1000 metre
2	Alpha Neumeric Double Adhesive 3 line documentation label-ETO	200 Nos rolls

Warranty-1 years

Enquiry Schedule

Downloading of enquiry documents from website	www.nimhans.ac.in in tender
Last date for site visit at CSSD, Ph-26995710	27.02.2020
Quotation submission last date	28.02.2020 by 4.00 pm.

Note:

1. The tender bid received after the due date and time will be rejected. **NIMHANS, Bengaluru will not take any responsibility for delay, loss or non-receipt of the tender documents sent by post or under any other circumstance.**
2. Sealed quotation has to be submitted only by either manufacturer of the articles or the authorized local supplier of the manufacturer. Copy of authorization letter has to be enclosed (If required)
3. Quantity of items may be increased/decreased as per requirement
4. Item wise price, taxes, any surcharges (such as transportation, installation, customs duty, etc.), grand total, warranty, delivery period, contact person details (such as Mobile No., E-mail, local supplier address) should be clearly mentioned and the price mentioned should be door delivery price.
5. Price quoted, should be valid for **3 years.**
6. Mention our Reference No. and due date on envelope cover
7. Payment terms: No advance payment will be made. Payment will be released only after successful supply of items at the enduser department.
8. Enclose the copies of your GST Number & PAN Number, Bank details, without these your quotation will be rejected.
9. Mention the warranty period and delivery period of the item.
10. Quotation must be submitted along with relevant documents counter signed along with seal by the bidder (if applicable such as authorization certificates, Item supplied list of Institutes/Hospitals, catalogues etc.). If not submitted quotation will be treated as incomplete and may be rejected.
11. If the purchase of article is approved by the institute, the article should be supplied/installed within the delivery period quoted else penalty will be levied as per institute rules
12. Sealed quotation shall be addressed to **THE SPECIAL OFFICER(E) , PURCHASE SECTION, NIMHANS, HOSUR ROAD, BENGALURU – 560029**

13. Quotation received after last date and time will not be considered under any circumstances.
14. However, the institute reserves the right to accept or reject any/all quotations without assigning any reason whatsoever.

Yours faithfully

**Sd/-
Manager (Stores)**