



**NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH
(NIPER)**

**Sector 67, S.A.S. Nagar (Mohali)
Telephone No. 2214682-87, Fax No. 0172-2214692**

No.NIPER/PUR/NIQ/2017-18/IND15116

Dated: 19.01.18

NOTICE INVITING QUOTATION

Quotations are invited for the items as detailed below:-

NIQ. No.	Description of Materials	Qty.	Article Specification
15116	As per BOQ Attached bellow	BOQ	As per BOQ Attached bellow

Note: While submitting quotations please take note of the instructions given below. Quotations are liable to be rejected if any of these conditions are not compiled without any correspondence.

- (i) Late/ Delayed tenders are liable to be rejected.**
- (ii) It is mandatory to provide Authorization Certificate from the manufacture, in case of Distributor/Vendor**

We are interested to purchase the items mentioned above, please send your quotation in double cover, the inner cover should be sealed and should indicate (I) Name of the material , (II) reference of this letter and (III) date of opening of Quotation. The outer cover should bear only address without any indication that there is a quotation within. Your quotation should reach Reception Counter in the Secretariat Building of NIPER on or before **21.02.18** upto 3:00 p.m. to be opened on **21.02.18** of NIPER.

Late/Delayed tenders are liable to be rejected.

For Indigineous **INSTRUCTIONS**

- We are interested in material either of good quality indigenous manufacture or foreign make, available from ready stock. Any offer to supply on Forward Delivery Basis under suppliers own quota licence will also be considered.
- Your rates should include packing and forwarding charges. The goods should be insured against theft, loss or breakage during transit and insurance charges should not exceed 3% of the cost of material supplied.
- The rates of Sales Tax should be clearly indicated wherever chargeable. Form 'C' & 'D' is not applicable to us.
- Specific mention should be made of whether the delivery will be ex-stock or will have to be imported and how much time will be required for delivery after placing the order
- The date of delivery should be strictly adhered to otherwise the supply order is liable to be cancelled.
- The Director NIPER is a Direct Demanding Officer of the Directorate General of supplies and Disposals. In case any of the items mentioned overleaf is not the current rate contract list, please quote D.G.S. & D. rate and rate contract number.
- The quotation will be opened in the presence of the representatives, if any of the quoting firms at 3:30 P.M. on the same working day of the last date of receipt of the stores in good condition.
- Our Bankers are State Bank of Patiala, Phase 7, S.A.S. Nagar, Mohali. Payment will be made by crossed Accounts Payee Cheque only after receipt of the stores in good condition.
- The acceptance of the quotation will rest with the Director who does not bind himself to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotation received without assigning any reason.

IMPORTANT NOTES :-

- If you are on D.G.S. & D. rate contract, please quote D.G.S& D rate & rate contract number enclosing a copy thereof.
- For an offer of imported material ,please give full break up of your rates supported by S.T.C. formula or your Principal's Invoice/Quotation, as the case may be.
- Please indicate your Permanent Income Tax Number on your Proforma Invoice/Bill.

BOQ

Reference No. with Date _____

Name of Supplier _____

Address with Contact No _____

E-mail: ID _____

Indent No / Date**15116**

Sr. No	Detailed Specifications of the Items	Make	Qty.	Unit Cost (Each)	C.S.T (if applicable)	Total Value(INR)
1	MARKER PEN OHP F&C LUXOR		300			
2	MARKER PERMANENT F&C LUXOR		300			
3	BALL PEN BLUE REYNOLDS 040		900			
4	BALL PEN RED REYNOLDS 040		150			
5	PENCIL NATARAJ		500			
6	TAPE DISPENSER 1" OMEGA		30			
7	FILE FOLDER HARD HEAVY		200			
8	GLUE STICK KORES 15GM		300			
9	CHALK BOX DUST LESS TAJ		50			
10	CDR IMATION MOSERBAER		200			
11	BINDER CLIPS 32MM DOZEN SDI,ODDY		50			
12	BINDER CLIPS 19MM DOZEN SDI,ODDY		50			
13	CELLO TAPE 1" 65 MTR WONDER		300			
14	STAPPLER SMALL KANGARO HD 10D		100			
15	REGISTER 2Q NEELGAGAN 96 PAGE		150			
16	REGISTER 4Q NEELGAGAN 192 PAGE		150			
17	REGISTER 6Q NEELGAGAN 288 PAGE		100			
18	SLIP PAD 55 NOS. LOTUS,NEELGAGAN 160 PAGE		100			
19	PACKING TAPE BROWEN 1/1/2" 65 MTR		300			
20	BLACK BOARD DUSTER		30			

21	PLASTIC FOLDER A-4 SUN ,NEELGAGAN		400			
22	PAPER CUTTER		100			
23	PHOTOSTAT PAPER A4 SIZE 75 GSM SPECTRA,POWER		600			
24	PLASTIC SCALE 12"		50			
25	POST IT FLAG 5"		60			
26	REGISTER 8Q NEELGAGAN PAGE 384		60			
27	BOX FILLE HEAVY KANGARO CLIP		200			
28	COBRA FILE PLASTIC SOLO SIZE 245X330M (KF-111)		100			
29	DRAWING PIN COLOURED PLASTIC COATED ODDY		30			
30	HIGHLIGHTER PEN LUXOR		300			

- 1) Proper Letter pad should be used as forwarding letter mentioning Name, Address, Contact Numbers, sales tax no etc.
- 2) Please Provide a copy of your PAN Card and TIN Number /**GST** alongwith this quotation
- 3) Rate should be F.O.R NIPER Mohali

Signature & Seal of Vendor

Name

Contact No-
