



Government of Maharashtra

GOVERNMENT POLYTECHNIC, PUNE

(An Autonomous Institute of Government of Maharashtra)

University Road, Shivaji Nagar, Pune - 411016

Phone: 020-25676818, 25559200

Email: principal.gppune@dtmaharashtra.gov.in

No/GPP/Exam/Store/2022/ 463

Date: 21 NOV 2022

QUOTATION

Name of Work: - Result sheet and OR/PR mark sheet binding.

Dear Sir,

Please send your sealed quotation for the items detailed below in the following format so as to reach this office on or before 30/11/2022 at 05.00 P.M. The quotation should be sent in sealed envelope super scribed as for the "Binding Work Quotation" along with reference no of this letter and due date. The sealed quotation will be opened on 01/12/2022 at 12.30 P.M. in the office of Hon. Principal, Government Polytechnic Pune.

Terms and condition :-

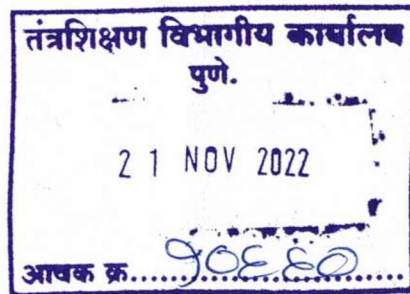
- 1.The prices of the material should be quoted for this Institute.
- 2.Taxes if any should be stated separately.
- 3.The delivery period should be stated clearly.
- 4.The rates shall be valid for a period of 180 days from the date of opening.
- 5.The stores shall be checked and accepted at this Institute only.
- 6.The sample of any item, if asked for, will have to delivered to this Institute at your cost. This Institute is exempted from paying Octroi/LBT.
- 7.The supplier requires supplying the stores exactly as per technical specifications & take back the defective supplies at his risk & cost.
- 8.GST No has to be provided along with Quotation. Otherwise the quotation will be treated as invalid.
9. Quotations should be in sealed envelope.
- 10.E-mail quotations will not be accepted.

Your Sincerely,

(Dr. V.S.Bandal)

Principal

Govt. Polytechnic, Pune



- Copy to :-
1. Joint Director, R.O. Pune It is requested to publish the enquiry on the web site.
 2. The Head of Computer Department, for hosting on the Institutes website in time limit.
 3. Main Notice Board, G.P. Pune

Handwritten signatures and dates at the bottom left of the page.

(To be submitted by bidder on Letter head)

Quotation for work of Result sheet and OR/PR mark sheet binding.

To,

Principal,
Government Polytechnic
Pune - 411016

Sub: Supply of binding work of result sheet and OR/PR mark sheet binding.

Ref. No. :

Date :

Sir,

I / We submit our most competitive offer in response to a letter as referred above in accordance with the conditions of contracts. Our quotation is given below.

Sr. No	Description of Item	Security Features	Qty.	Unit Rate (Rs.)	GST %	Total Cost (Rs.)
1	A4 Size and Legal size	--	185			
2.	A3 Size	--	25			

We hereby confirm that quotation is valid for 180 days as required in clause 4 of the Instructions to bidders.

Yours Faithfully,
Authorized Signature
Name & Title of Signatory:
Name of Bidder / Office Stamp :
Address:

