

BIRBAL SAHNI INSTITUTE OF PALAEOBOTANY, LUCKNOW

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53, University Road
Lucknow 226 007, UP

No.BSIP/Sponsored Project/2013-14/ C- 1208

Dated: 03.12.2014

Subject: **UPS 2 KVA**

Dear Sirs,

This Institute intends to purchase item mentioned above. Sealed quotations are invited so as to reach this office on or before **5.00 pm** on **20.12.2014** duly superscribed by "**Quotation for 2 KVA UPS**" due to open in presence of vendors on the date to be notified.

While submitting quotation please note that:

1. The material may either of indigenous manufacturer or of foreign make, available from ready stock. Any offer to supply on forward Delivery Basis under suppliers own quota license will also be considered.
2. The price quoted should be F.O.B. Destination.
3. Your rates should include packing, insurance and forwarding charges.
4. The rates of Sales Tax should be clearly indicated wherever chargeable. The tendered should also indicate Central/Sales Tax Registration Number and date in the quotation.
5. Specific mention should be made whether the offer is for supplies available ex-stock. In case the officer is on Forward Delivery basis, firm delivery period must be indicated.
6. The cover should be sealed and superscribed "Quotation for UPS – 2KVA" must be written on envelope. The quotations not complying the procedure will be rejected.
7. Payments will be made by crossed cheque on the Indian Overseas Bank, Lucknow only after receipt and acceptance of supply and installation/if required satisfactory.
8. 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.
9. The quotations are liable to be cancelled if any of the above mentioned conditions are not complied with.

Yours faithfully,



(M. PILLAI)

In-Charge ,Sponsored Projects