

# **Panjab University Constituent College**

## **Patto Hira Singh, Nihal Singh Wala (Moga)**

**NO. 610/D/PUCCNSW**

**Dated 30/08/2018**

### **NOTICE INVITING QUOTATIONS FOR LIBRARY BOOKS**

Sealed quotations are invited by college for supply of library books for College Library from registered book suppliers/Vendors/Publishers. Quotations should reach at college office upto 30.09.2018 till 4:00 p.m. by courier/registered post.

Category of Books include :

- Text books (University Publication)
- Textbooks ( Private Publications)
- Reference Books
- Fiction
- Literary
- Criticism
- Novels (Punjabi, Hindi, English)
- Govt. Publications
- Multivolume sets

### **GENERAL TERMS & CONDITIONS**

1. If there is any special concession/ discount to be given for the Educational Institutions it must be mentioned clearly in the quotation.
2. The delivery and installation will be at Panjab University Constituent College, Nihal Singh Wala, Distt. Moga.
3. Delivery schedule: Within one week after placement of supply order, failing which the supply order shall be deemed cancelled unless waived off by The Principal, Panjab University Constituent College, Nihal Singh Wala and EMD will be forfeited.
4. Please quote only for the items available in Ready Stock.
5. Rate is F.O.R at Panjab University Constituent College, Nihal Singh Wala, Distt Moga.
6. Payment will be made through cheque only.

7. Credit period of minimum thirty university working days, no advance payment will be given.
8. The Principal/Purchase Committee, Panjab University Constituent College, Nihal Singh Wala, Distt Moga has the right to accept or reject any or all the quotations without assigning any reason(s) thereof.
9. The material found defective or damaged in transit will have to be replaced by the firm at its own cost.
10. Bidder must have a working office/Service Centre in Chandigarh or Punjab and have to submit the proof thereof.
11. Vendor should be authorized dealer of the Company and the certificate for the same should be attached.
12. The price of all the articles should be inclusive of the delivery charges and no separate payment will be made.
13. No correspondence regarding acceptance /rejection of a quotation will be entertained.
14. Warranty/guarantee period and service after sale should be mentioned clearly.
15. The vendor/agency should give an undertaking in the form of affidavit that it has not been black listed by any Government / Autonomous/ PSU type organizations, etc.
16. The Quantity may be increased or Decreased as per requirement.
17. The quotation in sealed envelopes be addressed to The Principal, Panjab University Constituent College, Patto Hira Singh, Nihal Singh Wala, Distt Moga which must reach the office on or before 30.09.2018 till 4:00 p.m.
18. The quotations will be opened with prior information to vendor in the office of The Principal, Panjab University Constituent College, Nihal Singh Wala, Distt Moga in presence of authorized representatives.

Principal  
P.U. Constituent College,  
Nihal Singh Wala, Moga