



Maharaja Ranjit Singh Punjab Technical University
Dabwali Road, Bathinda.

(Established by Govt. of Punjab vide Punjab Act No. 5 of 2015 and approved Under Section 2(f) & 12(B) of UGC)

Ref. No. MRSPTU/Estate/25-26/1892

Dated 14/11/2025

(Regd.)

To

As per List Attached

Sub: - Quotation for Purchase of combi writing board and stool for drawing hall (4 legged) for Architecture Deptt. of MRSPTU, Bathinda.

Dear Sir,

01. You are requested to quote the rates for the items shown in the Appendix 'A' separately attached to this letter. The rates must be quoted only on the attached paper as per our specifications.
02. Following shall be taken note of while quoting the rates:-
 - a) The rates will be F.O.R. (Estate Deptt.) MRSPTU, Bathinda.
 - b) Delivery period should be mentioned clearly.
 - c) Warranty/Guarantee/All contractual obligations should be mentioned clearly.
 - d) Payment will be made after successful inspection of the item.
 - e) For research items, the relevant exemption certificate DSIR will be issued to the successful firm to charge GST @ 5% only, if applicable, otherwise GST will be charged at applicable rates.
 - f) Quotation received later than due date are liable to be ignored/rejected.
 - g) Quotation must be submitted on **LETTER HEAD** of the firm in the name of **REGISTRAR, MRSPTU, BATHINDA** with all particular duly signed with stamp in sealed envelope, any other format will not be acceptable.
 - h) The envelope must bear the word:-
"QUOTATION FOR" Purchase of combi writing board and stool for drawing hall (4 legged) for Architecture Deptt. of MRSPTU, Bathinda.
Enquiry No. _____ As above dated _____
Due on _____
Address: As mentioned as point no. 04
IMPORTANT: -In the absence of information as required under 2(h) above, if an envelope is received & opened inadvertently, the university will not be responsible and the quotation may not be considered even if quoting lowest rates.
 - i) Please mention any other charges/conditions (if any).
 - j) Loose, tempered or incomplete quotation will not considered.
 - k) Any other information as per requirement of indentor/department.
 - l) The quality of the items to be quoted should be best available in the market.
03. General Terms & Conditions are attached alongwith.
04. The quotations should reach the office of Registrar, Maharaja Ranjit Singh Punjab Technical University, Bathinda-151001 by 27-11-2025 up to 03:30 PM and same shall be opened there after in the presence of Committee members.

Indentor

Head of Department

Copy to:- Professor Incharge, IT Enabled Services, MRSPTU, Bathinda to upload a copy on University & College websites.

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TERMS & CONDITIONS

1. **VICE CHANCELLOR RIGHTS:**

Vice Chancellor, MRSPTU, Bathinda reserves the rights of acceptance or rejection of any or all quotations. The discretion for increasing or decreasing of the quantities also rests with him. MRSPTU also not bind itself to accept the lowest price. In case of any dispute, the decision of Vice Chancellor, MRSPTU, Bathinda will be final & binding.

2. **VALIDITY OF QUOTATIONS:-**

Quotations will be considered valid for 03 months from the date of quotation.

3. **CORRESPONDANCE:**

No correspondence regarding acceptance/rejection of a quotation will be entertained.

4. **SAMPLE/BRAND/MAKE/WEIGHT:-**

Sample where asked for, will invariably be made available and sent along with the quotations. However, Brand/Make/Weight etc. must be mentioned clearly in the quotations. Technical literature/pamphlet should also be enclosed.

5. **REJECTION:-**

Quotation not conforming to the set procedure as above will be rejected.

6. **DISCOUNT/REBATES:-**

A Special discount/rebate wherever admissible keeping in view that the supplies are being made for education purpose in respect of Public Institution of national importance may please be indicated.

7. **DELIVERY PERIOD:-**

Minimum Period for delivery/job completion should be mentioned clearly.

8. **GUARANTEE/WARRANTY:-**

Guarantee/Warranty should be mentioned clearly.

MRSPTU shall not be held responsible for any postal delay in sending or late receipt of quotation. Quotation should be free from corrections & erasures.

To

QUOTATION**APPENDIX- A**

The Registrar,
MRSPTU, Bathinda

Sub: Purchase of combi writing board and stool for drawing hall (4 legged) for Architecture Deptt. of MRSPTU, Bathinda

S. No.	Description of Items	Qty. (approx.)	Basic Rate (In Rs.)	Discount / CSR +/-, (if any)	GST (in %age) (if applicable)	Total Amount Including GST/ Discount/ CSR +/-)
1	Supply of Combi board Size: 2400mm x 1200mm in one frame with combination of green chalk board size: 1200mm x 1200mm and white marker board size; 1200mm x 1200mm as per specifications below:- Detail of specification of Green Board:- Writing board of top green surface made of polyester coated 0.34mm thick steel sheet free from waiveness and shall show erasability of dustless chalk having back support of 7.5mm thick MDF board. The electro galvanized back steel sheet shall be ISI marked with min 0.25 mm thick. It shall be framed/ secured from all around with anodized extruded aluminum alloys hollow section frame, front: 20mm, side: 16mm and wall thickness: 1mm, with plastic ABS corner. Detail of specification of White Board:- Writing board of white top surface made of polyester coated 0.34mm thick steel sheet free from waiveness and shall show erasability of marker having back support of 7.5mm thick MDF board. The electro galvanized back steel sheet shall be ISI marked with min 0.25 mm thick. It shall be framed/ secured from all around with anodized extruded aluminum alloys hollow section frame, front: 20mm, side: 16mm and wall thickness: 1mm, with plastic ABS corner	07 No's				
2	Fabrication & supplying of 4 legged M.S Stool (min. 700mm height) powder coated (Green Colour) as per specification mentioned below complete in all respects M.S Square Pipe legs 25mmx25mm approx. with 18 gauge thickness Sitting frame (top face) of size- 250mmx310mm approx. made of M.S Pipe 50mmx25mm (5 No's) with 18 gauge thickness Footrest made of M.S square pipe 25mmx25mm with 18 gauge thickness to be provided on all four sides between legs 150mm above ground level and 4 legs apart from each other 350mmx400mm approx. at 150mm above ground level	40 No's				

Note: University GST No. 03AAAGT0124M1ZJ.

General Conditions:

- The rates will be F.O.R. (Estate Deptt.) MRSPTU, Bathinda.
- Delivery period should be mentioned clearly.
- Warranty/Guarantee/All contractual obligations should be mentioned clearly.
- Any other.

Name of Bidder _____

Signature with stamp _____