



REF: MSIHMCTRS/BHMCT/2019/ 288 A (1-3)

Date: 02/05/2019

To,  
As mentioned behind

**Sub:** Inviting Quotation for Roller Blind.

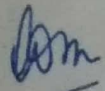
Dear Sir/Madam,

We would like to invite quotations for Roller Blinds for our Front office lab, Conference hall, Principal cabin as per the specifications detailed overleaf.

You are requested to send the quotation as per the terms and conditions for the same on or before 17<sup>th</sup> May 2019 till 05:00 pm by hand or by post.

**Items Specification for-Roller Blinds**


Sr No	Description Goods	Specification	Qty	Approx Rate	Approx Amount
A	4 <sup>th</sup> Floor - Front Office Lab	<b>Roller Blind Translucent, Material - Polyester</b>			
		SIZE : 76.25"H X 151"W	79.96 Sqft	175.00	13993.00
		SIZE : 76.50"H X 12.50"W	6.64 Sqft	175.00	1162.00
		SIZE : 76.50"H X 72.75"W	38.65 Sqft	175.00	6763.75
B	1 <sup>st</sup> Floor - Conference Room	<b>Roller Blind Translucent, Material - Polyester Roller</b>			
		SIZE : 77.50"H X 113"W	60.82 Sqft	175.00	10643.5
		SIZE : 77.50"H X 152.25"W	81.94 Sqft	175.00	14339.5
		SIZE : 77.50"H X 113"W	60.82 Sqft	175.00	10643.5
C	1 <sup>st</sup> Floor Principal Room	<b>Roller Blind Translucent, Material - Polyester Roller</b>			
		SIZE : 76.75"H X 150.75"W	80.35 Sqft	175.00	14061.25
		SIZE : 76.75"H X 112.25"W	59.83 Sqft	175.00	10470.25
				Total Amount	82076.75
				GST 12%	9849.21
				Total	91925.96
				R/Off +	91926.00
				<b>Approx total Amount</b>	<b>91926.00</b>

  
Principal  
(UG & PG - HMCT)  
MSIHMCCT, Pune.

P.T.O.

**Terms & Conditions:**

1. The institute has the right to reject the quotation received after due date as specified above.
2. Payment will be after 30 days of Delivery.
3. Free delivery at customer premises.
4. Installation to be in the designated area.
5. GST, other taxes and installation charges as applicable should be mentioned separately.
6. The order must be completed and delivered within 14 days from the date the PO is issued.
7. The quantity and quality must match with the requirement.
8. The Quotation must have a validity of 6 months.
9. **Kindly mark Degree Office and reference number on top of the Quotation Envelope.**
10. Quotations will be required in Two Envelope System as required one envelope will contain Technical Specification (Technical bid) & the other will Contain Commercial Quote.
11. The technical Specification Envelope must have the following documents:
  - Registration of the GST and Number
  - Registration of Business & Number.
  - Taxes paid up to March 2019.
  - Specification Sheet / leaflet if any to be provided.
  - Quality Certificate & Service assurance certificate to be provided.
  - If the supplier is not a manufacturer then all above for the manufacturer and / or Authorization Certificate
12. Quotation form should be duly filled in, signed and stamped by authorized person, and should be accompanied by necessary documents attached in Envelope no 1 (Technical Bid) and Envelope No.2 (Commercial Bid)

  
Principal 8/5  
(UG & PG - HMCT)  
MSIHMCT, Pune.

P.T.O.



(To be printed on the letter head of the firm) (If applicable)

**FORMAT 1**

No.

Date:-

**AUTHORISATION LETTER**

To

The Principal

Maharashtra State Institute of Hotel Management and Catering Technology and Research Society, Pune,

Sub: Authorisation for submission of Quotation for green boards.

Ref: Your quotation No.

Due on

Dear Sir

With reference to above, this is to inform you that. We, \_\_\_\_\_ are an established manufacturer of \_\_\_\_\_, having factory at \_\_\_\_\_ since 19 \_\_\_ / 20 \_\_\_\_.

We do hereby authorise M/S \_\_\_\_\_ to quote and negotiate for item/s mentioned in Quotation enquiry number \_\_\_\_\_ Due on \_\_\_\_\_.

We further undertake that the products supplied by M/S \_\_\_\_\_ will be fully supported by us during and after the warranty period and all service calls will be attended by us / our authorised service provider promptly.

The list of Authorised service providers in India/ Maharashtra is attached herewith.

Thanking you.

For \_\_\_\_\_

Authorised Signatory

Date Name -

Place -

Designation -

P.T.O.

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