



INDIRA GANDHI UNIVERSITY, MEERPUR, REWARI

(A State University Established under Haryana Act No. 29 of 2013)

No. IGU/EVS/2020/ 90-103

Dated: 07/10/2020

To

Subject: - Sealed quotation for Chemicals of Hi Media Brand Due on 21.10.2020

Dear Sir/Madam,

Please quote for the article mentioned below so as to reach the undersigned by **21.10.2020** up to 05:00 pm in the office of Chairperson, Department of Environmental Sciences, Indira Gandhi University, Meerpur, Rewari, Pin – 122502. The quality, packaging and other particulars of each item should be stated.

WHILE SUBMITTING THE QUOTATIONS PLEASE NOTE THE POINTS MENTIONED BELOW:-

1. The quotations are to be sent by registered post in a sealed envelope marked QUOTATION DUE ON 21.10.2020 and this envelope may be put in another envelope addressed to the undersigned.
2. The rates of S.T./C.S.T./GST, EXCISE, CUSTOM and other applicable taxes chargeable must be specified.
3. The rates of Insurance, if any, should be specified. The firm will be required to submit original Payee Receipt along with the bill.
4. Please state the time period within which the items will be supplied.
5. EXPIRY PERIOD OF THE CHEMICALS MUST BE MENTIONED.
6. The rates quoted should be FOR destination Meerpur, Rewari.
7. Please state, if you are the original manufacturer/authorized distributor of the items quoted by you.

The list of Hi Media chemicals enclosed.

Thanking you,

Yours sincerely,


Chairperson
Department of Environmental Sciences
INDIRA GANDHI UNIVERSITY
Meerpur, Rewari

CC to:-

A copy of the above is forwarded to incharge University website for uploading the same on University website.