

**SOPHISTICATED ANALYTICAL INSTRUMENTATION FACILITY
PANJAB UNIVERSITY, CHANDIGARH – 160014**

No.....
Dated.....

Sir,

Please quote your lowest rate in DUPLICATE for the following items along with the detailed information. Your Quotation should reach the undersigned by Registered/ Speed post on or before **24.05.2017**

Item:- Syring Filters, Caps and Vials (List Attached)

The quotation should be typed or written clearly avoiding over-writing.

1. The rates quoted should be F.O.R. Chandigarh.
2. The rates of insurance, excise duty, sales tax should be mentioned clearly. Original receipts for insurance charges are required along with the bill of payment.
3. **SPECIAL DISCOUNT** for educational institutions/Universities teaching department may be mentioned.
4. The quotation giving our reference number and due date of quotation should be sent in a sealed cover by Registered/ Speed post, **otherwise** it will not be possible for us to consider your quotation.
5. No advance payment will be made. Bill/s will be passed for payment by the university office after verification of the material and work done.

Yours sincerely,

Director

Sr. No	Name of Chemicals
1.	Chromafil Xtra PTFE 20/25 filters 0.22u,)
2.	BD Syringe Disposable 2 ml
3.	1.5ml Screw top vials
4.	9mm Blue Cap with White Silicon /PTFE Beige Bonded slit Septa