



OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH
No. DU/RG/B. 01.13/2020/4172

Date: 18/12/2020

Notice Inviting Quotation

Sealed quotations are invited from reputed firms/suppliers/ vendors for supply of following items for the Centre for Studies in Journalism and Mass Communication, Dibrugarh University.

The quotations will be received by the undersigned on or before 28.12.2020 upto 1.00 P.m. and will be opened on the same date at 3.00 P.m. in the presence of the intending quotationers or their authorized agents.

Terms and Conditions:

1. No separate quotation paper will be issued from the office. Quotation should be submitted in the Supplier's Letter Pad with supporting documents.
2. The University reserves the right to accept or reject any or all the quotations without assigning any reason.
3. The intendent Bidder has to submit an application fee Rs.500/- in the name of "Registrar, D.U" by DD or A/C payee Cheque.
4. The quantity mentioned may be increased or decreased at the time of order as per actual requirement.
5. Payment will be made only after the successful receipt of the materials in good condition.
6. The quotation should be addressed to the "**Registrar, Dibrugarh University, Dibrugarh-786004**" super scribing the Quotation Notice Number on the envelope.
7. Any kind of Taxes/GST must be clearly indicated in the quotation.
8. The tendering firm must have a permanent establishment in Dibrugarh.

Sl. No.	Items	Qty	Size
1	One Big Almirah for Laboratory	1	78" x 36" x 19"
2	One Small Almirah for new faculty	1	48" x 30" x 16"
3	One Big size office table	1	66" x 36"
4	One Chair for new faculty	1	Bodyline Medium back chair, PU Arms, Nylon Base
5	One Studio table	1	900W x 450D x 750 HT

[Signature]
Registrar

Dibrugarh University

Copy to:

1. The Dy. Registrar (F&A), D.U. for information.
2. The Programmer, D.U. to upload in the University web site.
3. The Chairperson, Centre for Studies in Journalism and Mass Communication, D.U.
4. Notice Boards.
5. Office File.

[Signature]
Registrar

Dibrugarh University