



OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH

No. DU/ADMN/AR/E-229/NIQ/2019/01

Date: 05/04/2022

Notice Inviting Quotation

Sealed quotations are invited from reputed firms/dealers/printing for Printing and supply of the following items to Examination Branch, Dibrugarh University as per quantity and particulars mentioned in the list below. The quotations will be received by the undersigned on or before **12.04.2022** at **11.00 A.M.** and will be opened on the date at **11.30 A.M.** in the presence of the intending quotationers or their authorized agents.

Sl. No.	Items	Qty
1	Inner Envelope (Brown) (Size: 13 cm x 28 cm)	20000 nos
2	Outer Envelope (Brown) (Size: 15 cm x 30 cm)	20000 nos

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 quantity mentioned may be increased or decreased at the time of order as per actual requirement.
4. Payment will be made only after the successful completion of the job and after receipt of the materials in good conditions
5. The quotation should be addressed to the "**Registrar, Dibrugarh University, Dibrugarh-786004**" super scribing the Quotation Notice Number on the envelope.
6. Tendering firm should clearly indicate GST No., PAN No. rate of taxes etc. in their quotation.
7. The tendering firm must have a permanent establishment in Dibrugarh.

Sd/-

Registrar

Dibrugarh University

Copy to:

1. The Dy. Registrar (F&A) i/c, D.U. for information.
2. The Dy. Controller of Examinations-B, D.U. for information.
3. The Programmer, D.U. to upload in the University web site.
4. Notice Boards.
5. Office File.

Sd/-

Registrar

Dibrugarh University