



**OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH**

No. DU/NIQ-2023/File-VII/172

Date: 16 .03.2023

**Notice Inviting Quotation**

Sealed quotations are invited from reputed firms/suppliers for supply of the Lapel Pins and Gold Medals at Dibrugarh University as per specifications mentioned below. The quotations will be received by the undersigned on or before 27.03.2023 at 11:30 A.M. and will be opened on the same day at 2:30 P.M. in the presence of the intending quotationers or their authorized agents.

Sl.No.	Item	Specification	Qty.
1.	Lapel Pin	MS with Golden Nickel Plating coating, Branding: Etching with enamel coating in 3 colours, Size: 25mm diameter, Thickness: 18 gauge, Back Pin: Bell Button	1000 nos.
2.	Gold Medal	Made of Steel, Gold electroplated, 3 inch diameter, 2.25 mm thick, embossed both side, packed in individual boxes	100 nos.
3.	Wooden Plate with Metal Sheet with Wooden Box	Size 12" by 8"	2 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 above 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 condition.
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/Taxes etc. (if any) in their quotation.
7. The tendering firm must have local establishment in Dibrugarh.

  
Registrar i/c  
Dibrugarh University

**Copy to:**

1. The Deputy Registrar (F&A)i/c, D.U. for information.
2. The Programmer, D.U. with a request to upload the NIQ in the D.U. Website.
3. Office File.

  
Registrar i/c  
Dibrugarh University