



Baba Farid University of Health Sciences, Faridkot

Sadiq Road Faridkot – 151203 (Pb) India

Phone: 01639-256232, 256236

Fax: 01639-256234

Web: [www.bfuhs.ac.in](http://www.bfuhs.ac.in)

e-mail: [upfdbfuhs@gmail.com](mailto:upfdbfuhs@gmail.com)

No.16 BFUHS (UPFD)2020/ 16121

Dated: 21/9/2020

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Subject: Quotations for stationery items.

Sealed quotations are invited for purchase of following stationery items, on the following terms and conditions:-

Sr. No.	Name of item and specifications	Quantity
1.	Stamp Pad (Red)	100 Box
2.	Staplers Pins (HD-10)	30 box.
3.	Stamp Pad ink (Red)	50 box
4.	Transparent Cello Tape-1" of standard length Good quality	500 nos.

**Terms and conditions:-**

1. Payment : By Cheque on receipt of material in good condition and after satisfactory inspection report.
2. FOR : Store Section, BFUHS, Faridkot.
3. Rate : Inclusive of all taxes or taxes (as applicable), if any, be mentioned separately in the quotation.
4. Quantity : Quantity may increase or decrease.

**5. Quotation must be submitted through post/trackable courier. By hand quotations will not be entertained.**

**It is further mentioned that only the terms & conditions mentioned by the University on quotation performa will be considered for supply order.** Moreover, the rates be quoted as per specifications mentioned in this quotation letter.

You are requested to send your quotation in a sealed cover, addressed to the Registrar, Baba Farid University of Health Sciences, Sadiq Road, Faridkot (Punjab) and the words "QUOTATION FOR STATIONERY ITEMS" may please be inscribed on top of the envelope.

Last date for receipt of quotation in the university office 25.9.2020 by 3.00 PM

Prof. In-charge (Procurement)