



NO. MSO/Pur/2023/ 54485  
 IT cell

Date:- 15/11/23

**Sub:- Quotations for Purchase of Dustbin.**

Sealed quotations are invited for purchase of following items on the terms & conditions mentioned below:-

S. No.	Name of the item & Specifications	Qty Required
1	<b>Office Dustbin without Lid</b> Material : Plastic Capacity: 5 Ltr Length: 24 cm Width: 22 cm Color: Blue/Light Color	15 Pc

**Terms & Conditions:**

- Payment : The payment of the material shall be released through RTGS/Cheque after satisfactory inspection report of the material by the Institution Inspection Committee.
- F.O.R : General Store, GGSMH, Faridkot.
- Rate : 1. Taxes (as applicable), if any, be mentioned separately in the quotation.  
 2. The rates of taxes, be charged as per prevailing Govt. Notified Schedule.
- Quantity/Item : Quantity may increase or decrease.
- Others : 1. The firm should have PAN No, GST No and Bank Account No.  
 2. The material should meet standard in quality and as per mentioned specifications only.  
 3. The final decision of branded item would be reserved to consumer/concerned deptt.
- Penalty Clause : The supply should be made within stipulated time period failing in which 2% of late delivery charges will be incorporated on total amount for delay of 30 days and there after @4% for further delay.
- Delivery Period: 30 days from the date of issuing of Purchase Order.
- Validity of Rates: 6 Months

**Note: 1. Quotations received after due date will not be entertained and no communication in this regard will be done.**

Quotation should be submitted on the Letter Head of the company duly dated/signed and stamped.

You are therefore requested to quote your lowest rates of above items and submit Quotations addressed to "The Medical Superintendent, Guru Gobind Singh Medical Hospital, Faridkot (Punjab)". The words "Quotations for Purchase of "Dustbin" may please be inscribed on top of the envelope.

The Medical Superintendent reserves the right to reject the quotations without assigning any reason.

The sealed quotations should reach this office on or before 30/11/2023 by 5.00 PM through **Registered/Speed Post/Traceable Courier** only.

Medical Superintendent