

**UNIVERSITY INSTITUTE OF HOTEL AND TOURIS MMANAGEMENT  
(UIHTM)**



Panjab University, Chandigarh  
Tel: 0172 2541969, 2534498



E-mail: [UIHTM@pu.ac.in](mailto:UIHTM@pu.ac.in), web: <http://UIHTM.puchd.ac.in/>

Dear Sir/Madam

Quotations are invited for furniture repair of UIHTM labs. The Specification of furniture work repair require are given below.

Sr. no.	Items	Description	Quantity
1.	Wooden Chair	Filling of Cushion, wooden repair and melamine polish of walnut colour	80
2.	Side station	wooden repair and melamine polish of walnut colour, Channel repair	2
3.	Doors & locks	Repair of door & lock	40
4.	Wooden table Square	Top repair, beading, wooden repair and melamine polish of walnut colour	6
5.	Wooden table Round	Top repair, beading, wooden repair and melamine polish of walnut colour	4
6.	Sofa	Filling of Cushion, wooden repair and melamine polish of walnut colour	2
7.	Bar stool	Filling of Cushion, wooden repair and melamine polish of walnut colour	4

It will be appreciated if you kindly intimate to this office whether it would be possible for you to supply these item same from your ready stock (otherwise please specify the minimum time for delivery). If so, please send your quotation (in duplicate) with your terms and conditions in detail, by **Registered Post or Speed Post** on the following address:

**Director**  
**University Institute of Hotel and Tourism Management (UIHTM)**  
**Panjab University,**  
**Sector-14, Chandigarh-160014**

**Terms & Conditions**

1. UIHTM, Panjab University does not take any responsibility for any postal delay in delivery by Registered/Speed Post or lost in transit of the quotation. No quotation will be entertained by hand/courier/ Ordinary post.
2. Rates should be quoted both in words and figures in quotation.
3. Conditional and unsigned quotation will not be accepted.
4. Full specifications and quality/trade marks of the article/s be indicated. Leaflet from the manufacture if any, be also attached.
5. The supply should be commenced/made within 7days of the issue of supply order until unless specified in special circumstances.
6. All quoted rates should be FOR Panjab University and firm should quote the rate of all taxes.
7. No payment will be made on the Performa invoice.
8. The quotation shall not contain corrections, erasers and overwriting and must be in sealed cover.
9. Please mention Name of work and due date on the Envelope.
10. The undersigned reserves right to accept or reject any quotation without assigning any reason.
11. Please make all dedications on account of Institutional discount to be made by you. No communication to this effect shall be entertained at a later date.
12. Please mention clearly if there are any installation charges to incurred on the said item.
13. The quotations should be valid till 90 days from due date.
14. Please also indicate if any are the sole manufacturers/agent/distributor of such article/s.
15. Price should be without VAT.
16. VAT Extra.

**Quotations must be sent separately for Technical and financial bid contained in two separate envelop.**

**LAST DATE OF RECEIPT OF QUOTATIONS: 29.12.2016 at 5.00 p.m.**

**Director**

**UIHTM**