

MAHARASHTRA STATE INSTITUTE OF HOTEL MANAGEMENT AND CATERING
TECHNOLOGY AND RESEARCH SOCIETY, PUNE
**MAHARASHTRA STATE INSTITUTE OF HOTEL MANAGEMENT
AND CATERING TECHNOLOGY,
(UG & PG - HMCT)**

412 - C, K.M.Munshi Marg, Shivajinagar, Pune - 16.

☎ - 25676640 Email: msihmcttpo@gmail.com , msihmct@gmail.com , web site: msihmctrs.in

REF: MSIHMCTRS/BHMCT/NB/RDM/2018/23

Date: 21-12-2018

To,


Sub: Inviting Quotation for Item A) Single Bed with Storage B) Bedside Table C) Mattress

Dear Sir/Madam,

We would like to Invite Quotation for Item A) Single Bed with Storage B) Bedside Table C) Mattress as per the specifications detailed overleaf.

You are requested to send the quotation as per the terms and conditions for the same on or before 08.01.2019 Till 05.00 pm by hand or by post.

Approximate Cost of these Items including GST & Transportation. As Mentioned below.


Principal
(UG&PG - HMCT)
MSIHMCCT, Pune.

Term & conditions:

1. The Institute has the right to reject the quotation received after due date specified above.
2. Payment will be after 30 days of Delivery.
3. Free delivery at customer premises and installment in the designated area.
4. GST and other taxes as applicable should be mentioned separately.
5. The order must be completed and delivered within 30days from the date a P O is issued.
6. The quantity and quality must match with the requirement.
7. The Quotation must have a validity of 6 months.

P. T. O.

8. Kindly mark Degree Office and reference number on top of the Quotation Envelope.
9. Quotations will be required in Two Envelope System, as required. Envelope No. 1 should contain Technical Specifications (Technical bid) & Envelope No. 2 should Contain Commercial Quote.
10. The technical Specification Envelope must have the following documents:
 - Registration of the GST and number.
 - Registration of Business and Number.
 - Taxes paid upto July 2018.
 - Specification Sheet / leaflet if any to be provided.
 - Quality Certificate & Service assurance certificate to be provided.
 - If the supplier is not a manufacturer then all above for the manufacturer and / or Authorization Certificate.
11. Quotation form should be duly filled in, signed and stamped by authorized person, and should be accompanied by necessary documents attached in Envelope No. 1 (Technical Bid) and Envelope No. 2 (Commercial Bid)

(To be printed on the letter head of the firm)

FORMAT 1

Date:

No.

AUTHORISATION LETTER

To,

The Principal

Maharashtra State Institute of Hotel Management and Catering Technology and Research Society, Pune.

Sub: Authorization for submission of Quotation for _____

Ref: Your Letter No. _____

Due on _____

Dear Sir/Madam,

With reference to above, this is to inform you that, we _____ are an established manufacturer of _____ having factory at _____ since 19____ / 20_____.

We do hereby authorize M/S _____ to quote and negotiate for items/s mentioned in Quotation enquiry number.

We further undertake that the products supplied by M/S _____ will be fully supported by us during and after the warranty period and all service calls will be attended by us / our authorized service provider promptly.

The list of Authorized service providers in India / Maharashtra is attached herewith.

Thanking you.

For _____

Authorized Signatory

Name:-

Designation:-

Date:-

Place: -

Items Specification:

Item A.: Single Bed with Storage

1. Length 72" X Width 30" X Height 16".
2. Made of 18 mm Particle Board.
3. 3" leg support.
4. Exterior of bed to be laminated, the colour will be decided by the Institute.
5. Approximate cost is Rs. 6,000/-

Item B.: Bedside Table

1. Length 15" X Width 15" X Height 15". With two drawers with metal handles.
2. Made of 18 mm Particle Board.
3. External laminate, the colour will be decided by the Institute.
4. Approximate cost is Rs. 2,300/-

Item C.: Mattress

1. Length 72" X Width 30" X Height 8".
2. 6" hitlon & 2" foam and Quilted Cover.
3. Approximate cost is Rs. 4,425/-


21/12