

GOVERNMENT OF PUDUCHERRY
POLICE DEPARTMENT

No. C/73/2019

Puducherry , Dt: || .12.2019

QUOTATION NOTICE

To

The Web Officer,
Police Department,
Puducherry.

Sir,

Sub: Police Department, Puducherry - Supply of
Velvet Box Mementos - Calling of quotations - Reg.

Sealed quotations are invited for the supply of "**Velvet Box Mementos**" with the description and mentioned hereunder. Sealed cover superscripting as "Quotation for Supply of "**Velvet Box Mementos**" should reach this office on or before .01.2020 at 4.00 P.M in the prescribed manner and shall be opened at 5.00 P.M on ---01.2020 in the presence of the available Bidders or their authorized representatives.

Sl.No.	Description of articles	Qty
1.	Velvet Box Memento Logo embossed on Brass plate pasted on 5/6mm Acrylic in velvet box of 6" x 5 ½" Brass plate size: Length: 9 ½ cm Breadth : 11 ½ cm (specimen of the Memento is enclosed)	200 Nos.

2. The firms are requested to quote rates including all charges such as freight charges and GST etc. for the above items. The Quotation paper should be put in a sealed cover should be addressed to Superintendent of Police (HQ), No.2, Dumas Street, Puducherry 605 001.
3. The quotation should reach this office or it may be dropped into the Quotation Box placed at the Offices of SP (HQ) of this Department before the due date mentioned below and intimate your acceptance on the following conditions in case rate(s) quoted by your firm are accepted and supply order is placed with you.
4. The Police Department, Puducherry is not responsible for the delay in transit if the quotations are sent by post. The bids received late, i.e., after the date & time prescribed, shall not be accepted. In case of unforeseen circumstances the date of opening of bid will be next working day or as notified separately.
5. **Last Date and Time of receipt of quotations is 03, 01.2020 upto 1600 hours. The quotations will be opened on the same day at 17.00 hrs.**
6. The items have to be supplied within one month on receipt of supply order as door delivery and the charges for the supply to be borne by the supplier.
7. The materials which do not conform to the specification will not be accepted.

8. The rates may be quoted for all the items or any of the items for which the bidders desire to quote without changing the specification. The specification should remain in your quotation unchanged.
9. The rates to be furnished by the firms should be valid at least for 12 months from the due date and any upward revision of Tax, Chess, etc., would have no impact on that rate(s), while any downward revision should / will duly get effected during the said period.
10. Mention your TIN, for GST Nos. and Telephone/Mobile Numbers, etc., in your quotation clearly. A Copy of the Registration Certificate for GST shall be furnished along with the quotation.
11. The payment will be made after the items are supplied.
12. No advance payment should be insisted in the quotation.


SUPERINTENDENT OF POLICE (HQ)
PUDUCHERRY