

DIAMOND HARBOUR WOMEN'S UNIVERSITY

Quotation No.: DHWU/REG/16/2023

Dated: 17-01-2023

NOTICE

Sub: Quotation for Fees Book / Letter Head / Envelop etc. Items of DHWU.

The following items will be purchased for the Diamond Harbour Women's University:

Sl. No.	Items description	Quantity. required	Unit Rate (including GST)	Total Rate (including GST)
1.	Hostel Fees Book	1000 Pc.		
2.	Payment Voucher	2000 Pc.		
3.	Petty Payment Voucher	500 Pc.		
4.	University Letter Head	1000 Pc.		
5.	Cash Receipt Voucher	2000 Pc.		
6.	Note Sheet	1000 Pc.		
7.	White A4 Envelop	500 Pc.		
8.	White Medium Envelop	1000 Pc.		

Sealed Quotations/Tenders are invited from bonafide organizations/Companies/Agencies / Firms / Proprietor on their Letter Head / Office Pad for purchase of materials in Diamond Harbour Women's University. Interested concerns may send their quotations/tenders in the above noted format.

Last date of submission of the Quotations/Tenders in the University Office:

25-01-23 up to 1.30 p.m.

Date and time of opening the Quotations/Tenders: **27-01-23 at 2.00 p.m.**

Quotations /Tender will only be accepted in the University Office on all working days from **11 a.m. to 3 p.m.** and in holiday you can drop the sealed envelope in the designated tender box.

Sd/-
Officer on Special Duty