



Department of Library and Information Science

Assam University , Silchar

CALL FOR SEALED QUOTATIONS

Sealed quotations are invited from authorized manufacturers/dealers/suppliers for supply of the items as listed below in Annexure-I. The quotation should be submitted in a sealed envelope superscribed as “**QUOTATION FOR SUPPLY OF FURNITURE AT THE DEPARTMENT OF LIBRARY & INFORMATION SCIENCE**” addressed to the Head, Department of Library & Information Science, Assam University, Silchar – 788011. The details and rate must be shown as per format given below.

Sl. No.	Item	Make & Specification	Unit Price	VAT/CST	Total Price inclusive of taxes

Annexure-I

Sl. No.	Items	Qty	Specification			
			Width	Depth	Height	Other Details
1	Officer Table (Branded)	6	1800 mm	900 mm	735 mm	Wooden top; 2-Drawer; with L-shaped Side Unit of 900 X 483 X 670
2	Officer Chair (Branded)	6	75 cm	75 cm	120.5 cm-133.0cm	Seat Height - 44.0-56.5 cm, Center Tilt Mechanism, Tilt Locking, Moulded Foam, Pneumatic height adjustment, Swivel Mechanism, Twin wheel castors
3	Computer Table (Branded)	5	1200 mm	600 mm	750 mm	With Keyboard Tray
4	Computer Chair (Branded)	5	65 cm	65 cm	68.0-89.5 cm	Seat Height: 44.0-56.5 cm Backrest height Adjustment, Pivoted backrest, Swivel Mechanism, Twin wheel castors

Terms and Condition:

1. Last date & time of submission of quotation: June 15, 2016 up to 12.30 PM
2. Date & Time of opening of quotation June 15, 2016 up to 1.30 P.M.
3. Provide brochure of the items with image of the items
4. Terms of accomplishment of order within 10 days
5. If required DPC may ask for demonstration
6. DPC reserves the right to modify/cancel the requirements
7. All terms and conditions will be as per Assam University rules, regulations and decisions

Sd/-

(Head of the Department)

Department of Library & Information Science

Assam University, Silchar – 788011, Assam

Ph No. 03842 270807, 94352 31672

Dated: 08/06/2016

No. AU/DLIS/102/2009/ 7211-17

Copy to

1. P.S. to V. C. for kind information of the Hon'ble Vice-Chancellor
2. Dean , Swami Vivekananda School of Library Sciences for kind information
3. Registrar for kind information
4. Finance Officer for kind information
5. Director , Computer centre for uploading to the A U Web Site
6. Notice Board
7. File

Sd/-

(Head of the Department)

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