



**MAHATMA GANDHI  
POSTGRADUATE INSTITUTE OF DENTAL SCIENCES**

GOVT. OF PUDUCHERRY INSTN.  
PUDUCHERRY - 605 006.

Indira Nagar,  
Puducherry - 605 006.

No. 7 / MGPGI / PUR-1 / 2018-19/ 21053 Date : 4 OCT 2018

To.

Sir,

**Sub : MGPGI, Puducherry - Calling for quotation - Reg.**

Please send your lowest quotation for the supply of the following items for the use of this institution in a sealed cover superscribed as "Quotation for.....Surgical items....."

..... due date .....15/10/2018.....

so as to reach this office on or before 3.00 pm-15/10/2018... and intimate your acceptance of the following conditions in case an order is placed with you.

Quotations will be opened on the same day at 5.00 p.m.

Sl. No. Description of items Rate to be quoted for the unit

Sl. No.	Item	Nos.
1	Cotton Rolls	500 Rolls
2	3 ml Syringe with needle-(Box of 100 Nos.)	100 Boxes
3	5 ml Syringe with needle-(Box of 100 Nos.)	50 Boxes
4	Examination gloves – Small -(Box of 100 Nos.)	150 Boxes
5	Examination gloves – Medium -(Box of 100 Nos.)	150 Boxes
6	Examination gloves – Large -(Box of 100 Nos.)	50 Boxes
7	Inj. Lignocaine with Adrenline - 30 ml	1000 Vials

- Insurance : No insurance charges are payable, The purchase will not pay separately for transit insurance the supplier should be responsible until the stores arrive in good condition at the destination and for this purpose the rates quoted should be inclusive of insurance charges, Central Sales Tax if applicable may be charged extra.

(P.T.O.)

2. Payment : Payment will be made by Draft / Crossed cheque within 30 days after receipt of the materials in good condition. If any items are found broken during transit, a replacement or credit note for the value of broken items should be sent immediately on receipt of intimation from this office to avoid the delay of payment in question.
3. Validity : a) The rates once quoted and approved will be final for 45/90/180 days from the date of acceptance and no deviation in rates will be allowed.
- b) Supply should be made within *8205* date from the date of receipt of our supply order
- c) The medicines / materials / book should be supplied strictly in accordance with the specifications given in the requirement. The items which are not conforming to the specifications will be returned to the supplier at their own cost.
- d) Quotations received either in person / post after the time prescribed above will be summarily rejected.
- e) A certificate to the effect that the conditions mentioned above the accepted should be furnished alongwith the quotation.
4. Delivery : Delivery should made in F. O. R. Puducherry.

Yours faithfully,

*Geema*  
Asst. REGISTRAR (FINANCE)