

Department of Distance Education
Punjabi University Patiala
(Established under Punjab Act No. 35 of 1961)

No.
Date

To

M/s.....

Subject: **Quotation invited.**

You are requested to send sealed quotation for below mentioned items so as to reach O/o Head, Distance Education Department, Punjabi University Patiala by 15-10-2019 5:00pm.

Sr. No.	Name of Item	Tentative Quantity
1	Optical Scroll Mouse	1
2	Keyboard	1
3	Motherboard repair	3
4	4 port network switch/hub	2
5	8 port network switch/hub	2
6	Cat 6 UTP including installation and labour cost	29 metres
7	I/O box including cost of installation	1
8	VGA cable (for monitor)	1
9	Antivirus (K7 single user)	1

Note:-

1. Prices must be inclusive of all taxes (including GST).
2. Installation/labour cost must be included for all items.
3. The quantity mentioned above is tentative and may increase or decrease depending on actual consumption of the material. Bill/Payment will be made on actual consumption of the said material/items.
4. FOR Distance Education Department, Punjabi University Patiala.
5. Payment will be made after successful installation of above said items against submission of bill and through cheque.
6. The sealed quotation must superscribed "Quotation for Computer peripherals and networking items" on the envelope.
7. Quotation received after due date will be rejected.
8. No quotation will be accepted through email.

Head