

**HARD ROCK REGIONAL CENTRE
NATIONAL INSTITUTE OF HYDROLOGY**
Main Road, Visvesvaraya Nagar,
BELGAUM - 591 001 (Karnataka)

Quotation

**Registered post/Speed post
Date:**

File No. 5(xii)/2018-Pur.-1(HRRC)

From,

The Head,
Hard Rock Regional Centre,
National Institute of Hydrology,
Main Road, Visvesvaraya Nagar,
BELGAUM - 591 001 (Karnataka)

To,

Dear Sir (s)

Sealed Quotations are invited from the authorized manufacturer/ approved dealers having valid GST registration for supply & installation of Air-conditioner for use in office of Hard Rock Regional Centre, National Institute of Hydrology, Belgaum. The specification of Air-conditioner is attached as Annexure-I. The interested parties may submit their quotations to the undersigned through speed post /Registered Post /courier services only which should reach on or before 03.00 PM of positively. The Quotations received after due date and time will not be considered, and no correspondence in this regard will be entertained

2. **The quotation complete in all respect with telephone No. etc. be sent to “The Head, Hard Rock Regional Centre, Belgaum - 591 001 in sealed envelope.**

The firm should clearly mention on the top of the sealed envelope

- (I) 'Quotations for the work of _____(Name of the work/
items/Equipment).
(II) **To be opened on _____ at _____ .**

3. The quotations will be opened on the **same day at 4.00 P.M.** in the office of Head, Hard Rock Regional Centre, National Institute of Hydrology, Main Road, Visvesvaraya Nagar, BELGAUM - 591 001 (Karnataka) in the presence of such of the tenderers/ or their authorized agents, who arrange to be present at the spot at the time of opening the tenders/quotations.
4. The Director, NIH, reserve the right to accept or reject all or any of the quotations in part or full at any time prior to award of work order, without assigning any reason.
5. The quotations should be submitted on your letter head for the work/items as per the Specifications/requirements given in enquiry letter. GST Registration related papers may also be attached with quotation.
6. Our enquiry no. and due date should invariably be marked on the top of the envelope containing the quotations.
7. The quotations should be valid for a period of three months from the date of opening the quotations

8. The rates may be quoted in both words and figures, ERASURE AND OVER WRITING, if any should be duly initialled failing which the quotations are liable to be rejected.
9. The Quotation/tender document can also be downloaded from our Website www.nihroorkee.gov.in.

Yours faithfully,

(B. Venkatesh)
HEAD

Encl: As above: