Dear Sir/Madam,

You are requested to submit your sealed quotation in the following format superscribing "Quotation for TISS/PUR/113/21", in company's letter head to the Section Officer, Purchase & Stores Section, Tata Institute of Social Sciences, Sion Trombay Road, Deonar, Mumbai. The last date for submission of quotation is on or before 22-12-2021 on any working days between 10:30 a.m. & 5.30 p.m.

<table>
<thead>
<tr>
<th>SL.No</th>
<th>Description of Items (Please Quote along with Specifications or full details of the equipments)</th>
<th>RATE (Rs.)</th>
<th>PER QTY</th>
<th>TOTAL QTY REQUIRED</th>
<th>AMOUNT (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>STICHING CHARGES FOR FULL SHIRT : :</td>
<td></td>
<td></td>
<td>14 NO</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>STICHING CHARGES FOR HALF SHIRT : :</td>
<td></td>
<td></td>
<td>33 NO</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>STICHING CHARGES FOR PANT : :</td>
<td></td>
<td></td>
<td>47 NO</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>STICHING CHARGES FOR LOGO : :</td>
<td></td>
<td></td>
<td>47 NO</td>
<td></td>
</tr>
</tbody>
</table>

a. Add: Sales Tax:
b. Add: Resale Tax:
c. Add: VAT @ %
d. Add: Excise Duty :
e. Add: Swacha Bharat Cess:
f. Add: Krishi kalyan Cess:
g. Add: Krishi kalyan Cess:
h. Add: Service Tax:
i. Add: GST:
j. Add: Any Other:

TOTAL (Rs.)

Warranty:

Payment Terms:

Less: Discount if any (for Educational Institute)

SEAL AND STAMP
OF THE ORGANISATION

Yours faithfully,

Section Officer (Purchase & Stores)
**TERMS AND CONDITIONS**

1. **FREE DELIVERY AT THE INSTITUTE’S PREMISES IN MUMBAI CAMPUS**
2. **PRICES SHOULD BE INCLUSIVE OF GST IN PERCENTILE**
3. **PLEASE PROVIDE GST NUMBER AND NEFT CODE WITH BANK DETAILS**
4. **BREAK UP OF INDIVIDUALS COST OF ITEMS SHOULD BE PROVIDED**
5. **IF ANY HIDDEN CHARGES, KINDLY SPECIFY. THIS INCLUDES MENTIONING INSTALLATION CHARGE ALSO AND PRODUCT SHOULD BE INSTALLED**
6. **QUOTATION SHOULD BE VALID FOR SIX MONTHS**
7. **QUOTATION WILL BE OPENED ON THE NEXT WORKING DAY OF DUE DATE AT 11.00 HRS**
8. **PAYMENT WILL BE MADE WITHIN 30 DAYS FROM THE DATE OF INVOICE.**