



**JAGAT GURU NANAK DEV  
PUNJAB STATE OPEN UNIVERSITY, PATIALA**  
(Established by Act No.19 of 2019 of Legislature of the State of Punjab)

**QUOTATION NOTICE**

(For Quotation No. <sup>SLP</sup>PSOU/~~REG~~/346 Dated 13/03/2026)

Sealed Quotations are invited for Supply of following Items upto 24.03.2026 (04:00 P.M.) as per prescribed format given below duly signed and stamped by the vendor through registered Post/Courier/Speed post.

Sr. No	Item	Specification	Qty.	Rate per Item (inclusive of all taxes)	Total Amt.
1	Visitor Chair	As per Annexure I	02		
2	Storage Cabinet		01		
3	Office Table		01		
4	Big Almirah (Steel)		01		

**Terms and Conditions:**

1. The sealed quotations in all respects must reach to the Registrar, Jagat Guru Nanak Dev Punjab State Open University, Patiala on or before 24.03.2026 upto 04:00 PM through registered post/Courier /Speed Post.
2. The bidder shall strictly abide by the time schedule given by university for delivery of the material /Items as per work order.
3. Validity of the bid is 90 days from the date of opening quotation
4. Selected bidders are strictly prohibited for subletting the assigned work/work order.
5. Incomplete and conditional Quotation will not be accepted
6. The Registrar, Jagat Guru Nanak Dev Punjab State Open University, Patiala reserves the right to cancel the bid without assigning any reason.
7. Copy of Pan Card & GSTN must be attached.
8. Payment shall be made in Indian rupees on Final acceptance & after verification by the specified consignees and their issue of clearance & acceptance certificates to the satisfaction of the authority.



9. If the material is not delivered on or before the due date the competent authority will have the right to deduct 2% of the total bill for every week default, no extension time will be permitted. The decision of the University shall be binding on the bidder in this regard.
10. TDS is applicable as per Income tax rules.
11. Quotations will be opened on **25.03.2026 at 11:00 AM** in the committee room of the University i.e. Jagat Guru Nanak Dev Punjab State Open University 28-C Lower Mall Patiala. The firm or its representative can attend the opening of the quotation. In case of holiday, the Quotations will be opened on next working day.
12. The rates should be F.O.R. and should include excise duty, sales tax, freight charges, GST and other taxes rates in respect of the supplies. The University shall not be liable to pay any tax, freight etc. Which has not been expressly stipulated in the quotation.
13. All disputes, differences, claims and demands arising under or pursuant to or touching the contract shall be referred to the sole arbitrator i.e., the Registrar JGND PSOU Patiala. The award of the sole arbitrator shall be final and binding on both the parties under the provisions of the Arbitration and Conciliation Act, 1996 or by statutory modification re-enactment thereof for the time being in force. Such arbitration shall be held at Patiala.

  
Registrar  
13/3/26

## (ANNEXURE-I)

Sr. No.	Description of Item	Specification	Qty	Rate per Item (inclusive of all taxes)	Total Amt.
1	Visitor Chair	<p>A. SIZE: Full Height D 34, Seating 17 x 18" . Seating Height 19"</p> <p>B. DESIGN: Special Back Tilt for Long Comfort Working.</p> <p>C. UPSTROLY: Special Heavy Leathrite with Backing.</p> <p>D. UPSTROLY COLOR: As per Buyer Choice.</p> <p>D. FRAME: 25mm Round CRCA Pipe.</p> <p>E. FRAME FINISH: Chrome Plated</p> <p>F. SEAT: Heavy Density Polyurethane with 25% Compression Cushioned Covered with Upstroly.</p> <p>G. BACK: Heavy Density Polyurethane with 25% Compression Cushioned Covered with Upstroly</p> <p>H. ARMS: PVC / NYLON.</p> <p>I. SHOE : PVC for Noise Reduction.</p>	2		
2	Storage Cabinet	<p>A. SIZE: 36" (L) x 18" (D) x 30" (H). 2 Drawer on top and 2 door at bottom.</p> <p>B. PLY: 19MM Full Core MR Grade.</p> <p>C. LIPPING: PVC Tape or Teak Wood magin to be melamine polished.</p> <p>E. MICA: Branded Mica ( Stylam/ Bell/ Green).</p> <p>F. CHANNEL: Heavy Duty 60 grams per inch.</p> <p>G. LOCK: Long Key and Brass Fitting.</p> <p>H. HANDLE: Chrome Finish Heavy Duty.</p>	1		
3	Office Table	<p>A.SIZE: 60" (L) x 36" (D) x 30" (H)</p> <p>B. DESIGN: Special Comfort for Long Working.</p> <p>C. PLY: 19MM Full Core MR Grade.</p> <p>D. LIPPING: PVC Tape or Teak Wood magin to be melamine polished.</p> <p>E. MICA: Branded Mica ( Stylam/ Bell/ Green).</p> <p>F. CHANNEL: Heavy Duty 60 grams per inch.</p> <p>G. LOCK: Long Key and Brass Fitting.</p> <p>H. HANDLE: Chrome Finish Heavy Duty.</p> <p>Picture is indicative</p>	1		
4	Big AlmiraH (Steel)	<p>A steel almiraH shall be manufactured from high-quality mild steel sheets to ensure strength, durability, and long service life. The body, shelves and doors shall be made from 22/24 Guage thick steel. The overall size of the almiraH shall be approximately 78" (H) x 36" (W) x 19" (D). It shall be provided with double hinged doors fitted with a heavy-duty locking system with handles and keys. Weight 55kg+ One locker inside, painted. The complete structure shall be fully welded for stability and finished with rust-proof pre-treatment and high-quality powder coating for a smooth, scratch-resistant surface in standard grey or approved colour. The almiraH shall be free-standing with raised legs for protection against moisture and ease of cleaning. Provision for a hanging rod, locker box, or drawers may be included as required. The approximate weight of the almiraH shall be 55 kg+, suitable for office or institutional use.</p>	1		