



SDUSS: Pur:Saar Nischay: 4546

Date: 24/12/24

Request for quotation

(Under Saat Nischay Part 2)

To,
List of parties enclosed.

Dear Sir,

We invite detailed quotation from suppliers/manufacturers of the items mentioned in Annexure – I, giving the lowest price and shortest delivery period. The offer must be subjected to the terms & conditions, mentioned in the letter and sent the same in a sealed envelope.

It is important to write the enquiry ref. no. and last date of its receipt on the envelope clearly.

Remarks:-

1. Bidders are requested to clearly mention in their offer the make, model & HSN Code of the materials quoted.

Sample format for quotation is given below :

Sl. No.	Name & specification of Item	Quantity	Unit	HSN Code	Basic Price	Any Other Charges	GST	Total Price	FOR

2. Eraser, over writing in the quotation should be strictly avoided and correction (if any) should be attested.
3. Over writing, cutting, correction (if any) not attested may lead to cancellation of the quotation.
4. Prices must be on free delivery at site basis including packing forwarding, & all duties, taxes, statutory levies if applicable, all transit risk insurance.
5. The bidder should furnish their GST Numbers in their offer.

Earnest Money Deposit :-Nil	Last Date of receipt of Quotation :- 17.01.2025 3:00 p.m
Offer Validity :-30 days	Place of delivery :-F.O.R. Ara Dairy, Katira More , Ara - 802301
Delivery Period : Within 30 days of issue of P.O.	Mode of transport :-Your arrangement

All quotations should be sent by **Post/Courier** addressed to **Managing Director, Shahabad Dugdh Utpadak Sahkari Sangh Ltd, Katira, Ara Dairy, Ara – 802301**. SDUSS Ltd., shall not be responsible for the quotation received later than the time and date mentioned in the above schedule due to postal or any other type of delay at any stage. Quotations shall be opened **on 17.01.2025 at 3.30 p.m. at Meeting Hall, Ara Dairy.**

Thanking you,

Yours faithfully,
Gatel
24/12/24
Incharge Purchase

Encl:A/a

Cc to: -COMFED, Patna

All Milk Unions /Units - Request to display on notice board.
All members (Purchase committee)/MD Cell/MIS
Notice Board, All units -SMU, Ara
Website (www.smusudhaara.com)



Annexure - I

Sl. No.	Item descriptions	Approx Qty. in Nos.
01.	Purchase Register (Morning) Size- 32 X 21 cm White Paper 56 GSM, 400 pages Half Canvas Binding	200
02.	Purchase Register (Evening) Size- 32 X 21 cm White Paper 56 GSM, 400 pages Half Canvas Binding	200
03.	Cash book Size- 32 x 21 cm Ledger Paper ,70 GSM(200 folio) , Half canvas binding	200
04.	Society Demand letter. D/8 Size 56 GSM,100 x 2 Page, Book Binding	200
05.	Letter Pad for society , 1/6 Size 56 GSM, 100 x 2 page, Cloth and board book	200
06.	Member Register , Size 32 X 21 , white paper 56 GSM , 200 Page, Half Canvas Binding	200
07.	Payment Register , Ledger Paper, Size - 33 x 25 cm , 70 GSM, 200 Folio, Half Canvas Binding	200
08.	Producer Pass Book, Ledger Paper, D/16 , 70 GSM, 26 sheet , Laminated cover	10000

Handwritten signature and date: 24/12/24

KATIRA, ARRAH- 802 301 (BIHAR) कतीरा, आरा- 802 301 (बिहार)

Phone/ दूरभाष : 06182 - 236694 Mobile No. : 6203212019 / 6202750910

Email: aradairyara@gmail.com