



भारतीय समुद्री विश्वविद्यालय  
**INDIAN MARITIME UNIVERSITY**  
(A Central University, Government of India)  
Established by an Act of the Parliament in 2008

Visakhapatnam Campus - Gandhigram - Visakhapatnam - 530005  
Phone: 0891-2578360 Fax: 0891-2577754 www.nsdr.res.in

IMUV/2024/15-16/Sun control film/007

18 December 2015

To

Sir,

**Sub. : Quotation for supply and fixing of sun control film (black) – reg.**

You are requested to send your “**sealed quotation**” quoting your rate for supply of sun control film (Black), Cleaning of glasses and fixing of sun control film as per the below table :

Sl.no.	Description	Quantity
01	Supply of sun control film (black), cleaning of glasses and fixing of sun control film for our security room at In and Out gates	140 Sft

2. The quote has to be submitted as per the enclosed “**Quotation Sheet**” at **Annexure – I**.

3. The quotation may please be addressed to the Director, Indian Maritime University, Visakhapatnam Campus, Gandhigram, Visakhapatnam – 530 005. The quote should be submitted on or before **8<sup>th</sup> January 2016**. The quote should be superscribed as **QUOTATION FOR SUPPLY AND FIXING OF SUN CONTROL FILM (BLACK)**, on the envelope, failing which the offer/quote may not be considered and may remain unopened, or be opened with some other quotation or may be accidentally opened before due date rendering it to be treated invalid as per the discretion of IMU.

4. The price shall be quoted in clear terms separately indicating the unit price and other incidentals, if any, chargeable. If there is no explicit mention of taxes and other charges, if any, in the offer/quote, the price will be deemed as all inclusive including taxes. The quoted price shall be valid for at least three months from the date of closing of the quotation.

**Head Quarters**

**Indian Maritime University, East Coast Road, Uthandi, Chennai - 600119  
Tamilnadu, India, Telephone: +91 (44) 24530343, Fax: +91 (44) 25430342**

5. The bidder should submit the following copies of required Certificate / Documents / Information :

- a) Certificate of Incorporation / Shop Establishment Certificate.
- b) Documentary proof of PAN card
- c) Documentary proof of VAT registration

6. The bidder before quoting may inspect the place of work on any working day from 10AM to 5PM.

7. The Director reserves the right to cancel any quotation (or) all quotations without assigning any reasons in the best advantages of IMU.

For & on behalf of Indian Maritime University  
Visakhapatnam Campus

(V.V. Shiv Kumar)  
Head (Pers. & Trg.)

Enclosure :

- 1) Quotation sheet at Annexure – I

**QUOTATION SHEET**

Quote for Quotation for supply and fixing of sun control film (black) for Indian Maritime University, Visakhapatnam Campus.

Sl.no.	Item description	Quantity	Total amount Rs.
01	Supply of sun control film (black), cleaning of glasses and fixing of sun control film for our security room at In and Out gates	140 Sft	
02	Taxes, if any		
	TOTAL QUOTED AMOUNT		

Signature

Stamp & seal of the Agency