

# Mother Dairy Calcutta

P.O. Dankuni Coal Complex, District : Hooghly (W.B.) Pin : 712 310  
Telephones : 2659-2338 / 2342 / 2778 / 3182 / 3493 / 3579 / 3678  
Fax : 91-33-2659 4223, Website : www.motherdairycalcutta.com

## REQUEST FOR QUOTATION

Enq. No. : PUR/00361/ENQ/SG /

Enq. Dt. : 19/02/2020

Dear Sirs,

Please quote your lowest price, earliest delivery, terms of payment, taxes and duties for items given below. Your SEALED OFFER should reach the office latest by 29/02/2020.

Material Code Description	Quantity	Required at Site Date
1) 0705028 Bond Paper J.K.Coppier Plus.A4, 500 sheets in each packet. Size : A4 (210 mm. X 297 mm). GSM : 75. Net Weight:2.34 kg/Pkt. Product:Super White. M a k e :JK Paper Ltd.(Unit JKPM).	90 Pkt(s)	05/04/2020

PLEASE QUOTE F.O.R. MOTHER DAIRY STORES AT DANKUNI ONLY and see overleaf for conditions of offer. Also indicate our Enquiry Number, Date & Due Date on the top of the envelope.

for Mother Dairy Calcutta

EO Purchase Officer/EO Supdt

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| PLEASE INDICATE GST NO & HSN CODE |  
| OF THE ITEM IN YOUR QUOTATION ELSE |  
| QUOTATION MAY BE REJECTED. |  
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NOTIFICATION FOR QUOTATION

**TERMS & CONDITIONS FOR SUBMISSION OF OFFER**

1. Earliest Delivery date, full percentage of taxes & duties should be clearly indicated.
2. Price should be F.O.R. MOTHER DAIRY STORES AT DANKUNI basis only.
3. Please indicate our enquiry No., Date & Due date on the top of the envelope.
4. Full specification and manufacturer's name to be supplied.
5. Quotation should hold good for 20 days from the date of offer unless otherwise intimated by you.
6. Materials not to sample or specification or to our satisfaction may be returned at our option and at your expenses.
7. Delivery period inciated in the Purchase Order shall have to be strictly followed failing which Mother Dairy Calcutta shall be at liberty to take any of the following action
  - i) Imposition of penalty @ 1% for every fortnight's delay or part thereof. However, such penalty will be restricted to 5% of the net value of the unexecuted part of the accepted order.
  - ii) Cancellation of the Order.
  - iii) Purchase from other parties and debit the difference in total cost to the defaulter.
8. Quotation may be accepted in whole or in part and we do not bind ourselves to accept the lowest or any offer.
9. Please return the drawing(s) invariably with your offer. In case you do not wish to quote for any reason whatsoever, please return our drawings(s) within due date positively.
10. Credit facility shall be extended for about 30 days.