

No. PAG (A&E)/HK/2015-16/

Dated: 15.2.2016

To

As per mailing list

Sir,

Sub: Supply of Bombay Dyeing Towels.

-----

With reference to the above, it is to request you to forward quotation for supply of towels as per the details of size, dimension and brand as detailed below:

1. Bombay Dyeing Flora (bath) towels of assorted colours (size 75 cms X 150 cms)

**Terms and conditions:**

- 1) The approximate quantity is 850 Nos. The rate should be quoted for Bombay Dyeing Flora towels only and other brands will not be entertained.
- 2) Samples to be supplied for review at your own cost compulsorily and quotation without samples will be rejected.
- 3) On approval of quotation, a Purchase Order will be issued.
- 4) The items have to be delivered to the Office of the Principal Accountant General (A&E), Park House Road, Bengaluru – 560 001.
- 5) The supply of the items should be in conformity with the sample supplied.
- 6) Payment will be subject to satisfactory delivery of items and the payment mode will be by cheque drawn on the firm.
- 7) Transportation charges to be borne by the firm
- 8) Taxes, Duties and Discount to be specifically mentioned.
- 9) The cost of Defective supplies should be replaced by the supplier and any additional cost arising to be borne at the cost and risk of the supplier.
- 10) The entire supply should be made in one instance within 15 days of the receipt of the order, if and when placed. If delivery is not made within the stipulated period, this office reserves the right to impose a penalty of ½% of contractual amount per week of delay and subject to maximum of 10% of contractual value.
- 11) This office reserves the right to accept or reject any quotation without assigning any reason.

**The quotations should be addressed to:**

***The Senior Accounts Officer (OM),  
Office of the Principal Accountant General (A&E),  
Karnataka, Park House Road,  
Bengaluru – 560 001.  
Tel: 08022640253***

**The sealed quotation should be superscribed "Quotations for Towels"  
and submitted not later than 29.02.2016 before 3.00pm.**

Yours faithfully,

SR. ACCOUNTS OFFICER (OM)  
08022640253