

SAVITRIBAI PHULE PUNE UNIVERSITY

Jayakar Knowledge Resource Centre

(Formerly Jayakar Library), Pune 411007

Ref.No./Quot./



Date: 23rd April 2025

Quotations are invited in name of the above for the Insurance Premium Rates of following for Renewal of Insurance Policy of Jayakar Knowledge Resource Centre for the period of One year, so as to reach this office on or before 30 April 2025.

Sr. No.	Description of Material/Item/Work	Total sum to be insured in Rupees	Premium
	Insurance premium for - Library Stock of Books, Periodicals, Reading Materials, (CDS and similar other goods) Furniture, fixtures and fittings, All Equipments	- 1,94,56,70,834/-	
	TOTAL SUM INSURED	1,94,56,70,834/-	

You have to fulfill and agree following terms and conditions

1. Quotations have to be submitted in sealed envelop
2. Mention quotation No. on the envelop.
3. Quote rate per unit and date of validity. Date of validity should be minimum of 30 days from the last date of submitting the quotation.
4. Submit sample/Catalogue of the material with quotation if necessary.
5. Quotation must be sent along with the covering letter on your letterhead quoting your sales tax Registration number.
6. Conditional quotation will not be accepted.
7. Delivery within stated (as mentioned in P O) days from the date of order at Jayakar Knowledge Resource Centre (Formerly Jayakar Library) of Savitribai Phule Pune University.
8. Quotation will be rejected in case of even a single correction or overwriting. Only clear and uncorrected quotation will be accepted.
9. Payment as per actual measurements wherever applicable.
10. Payment will be made either to Account or by cross cheque.
11. Income tax will be deducted as per prevailing rule.
12. Rates quoted should be Inclusive of all taxes with Tax details e.g. GST, Excise duty, Custom duty, etc. as applicable.
13. The above terms and conditions are acceptable.
- 14. Mention your GST NO on Quotation**

I/C Director, JKRC, SPPU

Signature with Stamp