



Maharaja Ranjit Singh Punjab Technical University

Badal Road, Bathinda -151001

(Established by Govt. of Punjab vide Punjab Act No. 5 of 2015)

ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ

DIRECTORATE OF SPORTS

Ref. No. MRSPTU/Sports/1652

Date: 12/08/2026

FORMAT FOR CALLING QUOTATION

To

Sub: - Quotation for Purchase of Playing Uniforms (Sports Kits) and Track suit.

Dear Sir,

01. You are requested to quote the rates for the items shown in the Appendix 'A' separately attached to this letter as per required specifications.
02. Following shall be taken note of while quoting the rates:-
 - a) The rates will be F.O.R. Directorate of Sports MRSPTU, Bathinda.
 - b) Delivery period should be mentioned clearly.
 - c) Payment will be made after successful inspection and final acceptance of the item (s).
 - d) Quotation received later than due date are liable to be ignored/rejected and MRSPTU shall not be held responsible for any postal delay in sending or late receipt of quotation. Quotation should be free from corrections & erasures.
 - e) Quotation must be submitted either on **LETTER HEAD OR WITH STAMP of the firm** in the name of REGISTRAR, MRSPTU, BATHINDA with all particulars duly signed with stamp in sealed envelope, any other format will not be acceptable.
 - h) The envelope must bear the word:-
"QUOTATION FOR" Purchase of _____
Enquiry No. _____ As above dated _____
Due on _____
Address: As mentioned as point no. 04
IMPORTANT: -In the absence of information as required under 2(h) above, if an envelope is received & opened inadvertently, the university will not be responsible and the quotation may not be considered even if quoting lowest rates.
 - i) Please mention any other charges/conditions (if any).
 - j) Loose, tempered or incomplete quotation will not considered.
 - k) Any other information as per requirement of indentor/department.
 - l) The quality of the items to be quoted should be best available in the market.
03. General Terms & Conditions are attached alongwith.
04. The quotations should reach the office of Directorate of Sports, Maharaja Ranjit Singh Punjab Technical University, Bathinda by 20-08-2026 up to 01:00 PM and same shall be opened at 04:00 PM on same date. Your representative may be present during the opening of the quotations.

Indentor/Lab Incharge


Head of Department



Maharaja Ranjit Singh Punjab Technical University

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DIRECTORATE OF SPORTS

Ref. No. MRSPTU/Sports/_____

Date: _____

TERMS & CONDITIONS

1. **RIGHTS OF COMPETENT AUTHORITY:**

Registrar, MRSPTU, Bathinda reserves the rights of acceptance or rejection of any or all quotations. The discretion for increasing or decreasing of the quantities also rests with him. MRSPTU also not bind itself to accept the lowest price. In case of any dispute, the decision of Vice Chancellor, MRSPTU, Bathinda will be final & binding.

2. **VALIDITY OF QUOTATIONS:-**

Quotations will be considered valid for 03 months from the date of quotation.

3. **CORRESPONDANCE:**

No correspondence regarding acceptance/rejection of a quotation will be entertained.

4. **SAMPLE/BRAND/MAKE/WEIGHT:-**

Sample where asked for, will invariably be made available and sent along with the quotations. However, Brand/Make/Weight etc. must be mentioned clearly in the quotations. Technical literature/pamphlet should also be enclosed.

5. **REJECTION:-**

Quotation not conforming to the set procedure as above will be rejected.

6. **DISCOUNT/REBATES:-**

A Special discount/rebate wherever admissible keeping in view that the supplies are being made for education purpose in respect of Public Institution of national importance may please be indicated.

7. **DELIVERY PERIOD:-**

Minimum Period for delivery/job completion should be mentioned clearly. The delayed consignment will be subject 2% penalty per consignment per month or a part of the month recoverable on total value of the order.

8. **EXTENSION IN DELAY SUPPLY:-**

The Registrar will allow extension up to two weeks and where the delay is more than two weeks, the same will be decided by Vice Chancellor up to 8 weeks on the request of the supplier in writing in exceptional circumstances.

9. **GUARANTEE/WARRANTY:-**

Guarantee/Warranty should be mentioned clearly.



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Ref. No. MRSPTU/Sports/ _____

DIRECTORATE OF SPORTS

Date: _____

Appendix-A

To

The Registrar,
MRSPTU, Bathinda

FORMAT FOR CALLING QUOTATION

Sr. No.	Name of Item:	Unit	Qty.	Basic Rate	Discount (if any)	GST (in %age & in Rs.)	Total Rate Including GST	Total Amount
1.	Track Suit: (Royal Blue/Navy Blue/Sky Blue/White), Fabric (Composition) Polyester Blended With Cotton, Percentage of blending (in case of blended fabric) polyester 60% and cotton 40%, Mass (gram per square mtrs (GSM)) 180-260 gm, Size XL, Number of pockets (upper) 2 side pockets Number of pockets (lower) 2 side pockets Logo/Totem marking As per buyer's requirements, Type of Logo Printed	No.	175					
2.	Short (Royal blue/Navy blue/sky blue/white) Utility for physical training, Size Small Body and other parts 100 % polyester Mass (gram per square meter) 130 gram Dimensional stability to washing, shrinkage or Elongation percentage, max (IS 2977 latest), in lengthwise and width wise direction 1 Agree to provide advance sample(s) for buyer's approval before commencement of supply NA	No.	183					
3.	T-Shirt (Royal blue/Navy blue/sky blue/white), Size Large (L), Material (composition) polyester- 65 % ($\pm 2\%$) and cotton- 35% ($\pm 2\%$) Mass of material (gram per square mtr) (tolerance- $\pm 5\%$) 121-159 gram Neck type polo shirts, Sleeve half sleeve	No.	215					
4.	Lower (white) Stitching Zig-Zag Material polyester Waist 24 centimetre Length 75 centimetre	No.	32					

General Conditions:

- F.O.R. (Dep't. Directorate of Sports) MRSPTU, Bathinda.
- Delivery period _____
- Guarantee/Warranty _____
- Payment mode _____
- Any other _____

Name of Bidder _____

Signature with stamp _____

Date, _____