



NATIONAL JUDICIAL ACADEMY

Bhadbhada Road, Suraj Nagar P.O. Bhopal - 462044 (M.P.)
Tel.: EPABX 0755 - 2432500, Fax : 0755 - 2696904

No. NJA/Admn/Hosp. Pur./2018/
Dated: July 05, 2018

2865-2872

Sub: - Request for quotation for supply of Hospitality Items.

The National Judicial Academy is a registered society fully funded by Government of India. The Academy requires Hospitality items as per the enclosed list (Total 11 items). The price details are required.

Note:

1. No advance payment is admissible for the supply. Payment will be made after satisfactory supply of material.
2. Rates should be inclusive of all charges on door delivery basis and tax component, if any, may be shown separately in the bill for payment.
3. The requirement shown is approximate and it may vary as per the actual requirement at the time of placing order.
4. Supply of material should be ensured within 10 days from the date of acceptance of order. The delay in supply of material, without appropriate reasons, shall attract a penalty of Rs. 200/- per day subject to maximum of 10% of the bill.
5. The Academy reserves the right to cancel the offer at any time without assigning any reason(s).

You are requested to submit your offer in a form of letter, fax (0755-2432587), E-mail (registraradmin@nja.gov.in) super scribing "Quotation for supply of Hospitality Items" addressed to the Registrar (Administration) latest by **16th July, 2018**.

Administrative Officer I/c

Copy to:

1. Website/Network System Administrator - for uploading to NJA website.
2. Notice Board.

NATIONAL JUDICIAL ACADEMY

List of Hospitality Items:

Sr.No.	Item	DOQ	QTY	Unit Rate (inclusive all Taxes)
1	Lux Soap Small (29 gm)	Nos	2000	
2	Dettol Soap Small (45 gm)	Nos	1000	
3	Dettol Liquid Soap 900 ml pack	Nos	100	
4	Mosquito Refill Allout (Ultra 45 ml)	Nos	250	
5	Hit (black) (400 ml Bottle for Mosquitos and Flies)	Nos	30	
6	Hit (Red) (400 ml Bottle for Hidden Cockroaches)	Nos	30	
7	Toilet Roll Paper (10 cm x 10 cm length, 42 x 2 = 84 mtrs Wonder)	Roll	350	
8	M- Fold paper (Green lime think fresh 150 towe 21 cm x 22.5 cm)	Packet	350	
9	Sugar Cube	Packet	100	
10	Nescafe Sunrise	Packets	500	
11	Nescafe Classic	Packet	500	