



PONDICHERRY UNIVERSITY

Department of Chemistry

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K. ANBALAGAN
Professor & Head

Ref: PU/Chem/HOD/Rate Contract for 2014-15/2014/

02.07.2014

**Sub: University Rate Contract of Chemicals, Glass wares,
Plastic wares and Minor Equipments for the year 2014-15 –
Meeting of the Manufacturers - Called for - Reg.**

Pondicherry University would like to enter into agreement (Rate Contract) with the Chemical and Glass wares companies for the supply of **Chemicals, Glass Wares, Plastics Wares, Minor Equipments (for less than ₹20,000/- each) and Solvents** from the listed catalogue prices (i.e.2014-15 Price List) for the year 2014-2015.

Hence, we request you to come for discussion to the office of the Prof. & Head, Department of Chemistry, Pondicherry University, Pondicherry-14 on **31st July 2014 (Thursday) at 11.00 A.M at Chemistry HOD Chamber.**


You are required to attend the Rate Contract meeting as per following conditions,

1. **Fresh Rate Contract Proposal should be reached the undersigned with the reference number on the cover on or before 25/7/2014.**
2. The R/C proposal received after the advertisement given in the University website only taken for consideration.
3. Come to the meeting with clear offer of quality assurance and prompt supply of the material in time.
4. Maximum discount on the catalogue price and details of new price list for the year 2014-15.

5. You are also required to send the Rate Contract proposal with the authorized dealership letter together to the undersigned on or before 25.07.2014.
6. One or more Authorized Local Dealers in Pondicherry in the same letter for University Rate contract for the year 2014-15.
7. University expects more discounts from the dealers/manufacturers against the new price list to entertain more purchase from the end users.
8. If any discrepancies regarding the supply or quality about the chemicals / glass wares etc., raised in the meeting by the Head / Representative of the University departments, you will be deleted for at least for one year from the University Rate Contract.
9. Late submission of the Rate Contract proposal will not be entertained.
10. No separate advertisement/communication will be given for the meeting date.
11. Any other rules and regulations of the University will apply.
12. **Please note that this year it is planned to convene the R/C meeting in two sessions to avoid some inconvenience of the participants; the morning session for the existing R/C companies/manufacturers and for the new firms/companies it will be in the afternoon session by 2.30 PM**

Kindly note that based on the discussion in the Rate Contract meeting, University may enter into agreement with the firms for future supply of Chemicals/Glass wares/Solvents & Other Consumables at least for the current academic year. Usually University encourages single dealer system for the supply of the consumables under Rate Contract. If you want to give one or more dealers, kindly specify all the dealers' name & address in the same letter.

Kindly make it convenient to attend the Rate Contract meeting which will be held on 31st July 2014 (Thursday) at 11.00 A.M at Head of Chemistry Department Chamber. If any reason, you could not attend the meeting, please ask your Authorized Dealer/s at Pondicherry, to attend the meeting without fail.


(K. ANBALAGAN)
Prof. & Head