

FORMAT FOR QUOTATION

To,
The Director
UGC-Human Resource development Centre,
RTM Nagpur University,
Amba Vihar, Justice Niyogi Bungalow,
South Ambazari Road, Subhash Nagar,
Nagpur

Subject: To provide quotation.

Sir,

Our UGC-Human Resource Development Centre require quotations for the below mentioned items.

Therefore, you are requested to quote your rate for the below mentioned items and submit it in **SEALED ENVELOP** on or before 29th October, 2019.

Sr. No.	Description	Rate
1.	Tea & Snacks (Two Times in a day for One Person)	
2.	Working Lunch (Per day for One Person)	
	TOTAL	

Note: This agreement is valid for 2019-20 sessions for all the participants of various forthcoming courses.