



Enquiry No.: ICMR-NIV/HTA/PP 2505 /2023-24

Date: 12.12.2023

QUOTATION ENQUIRY

Sealed quotation are invited on behalf of the Director-in-Charge, ICMR-National Institute of Virology, Pune for purchase of the article(s) mentioned below.

Sr. No.	Particulars	Quantity required
1.	Software – Grammarly (Business Edition) for four person, Period – one year	01

The quotation superscribed as “Quotation for Grammarly Software” addressed to the Director-in-Charge, ICMR-National Institute of Virology, 20-A, Dr. Ambedkar Road, Post box-11, Pune – 411 001 (Attention: Administrative Officer-Stores) should be either dropped at the Admin Department at NIV or sent through by Speed post / courier (with signature & seal in company letter head) latest by 19.12.2023 till 3.00P.M

OTHER TERMS & CONDITIONS

1. This is an enquiry and must not be treated as an order.
2. The NIV office reserves the right to accept or reject any or all applicants without assigning any reasons.
3. Any decision taken by the Director-in-Charge, NIV at any point of time in connections with this process shall be final and conclusive and no claim or dispute from any quarter in that regard shall be entertained.
4. No advance payment will be made. The payment will be made on receipt of services material availed and satisfactory report of the end users.
5. NIV, Pune will not be responsible for any delay for receipt of quotations.
6. Requirement of material quantity will either increase or decrease. Final requirement will be mentioned in the purchase order issued to the firm.
7. Quotation validity should be mentioned in the quotation. Delivery period should be clearly indicated in the quotation.


ADMINISTRATIVE OFFICER