



ASSAM UNIVERSITY, SILCHAR

EXPRESSION OF INTEREST

Assam University solicits expression of interest along with particulars, as per prescribed format, from registered manufacturers/ dealers in the jewellery business having local establishment and having experience in preparation of “Gold Plated Silver Medals” and “Cylinders for Honoris Causa degree” for award in the convocation, as per following specification:

Sl no	Description	Rate per unit	Sales Tax/ VAT
01	Gold Plated Silver Medals of 7 Grams pure silver in 2” diameter {pure silver with thick gold (200 mgs) plating} (Round shaped, with outer hook for tying ribbon. To be engraved with University crest, name of the student, name & year of Examination)		
02	Case covered with velvet cloth outside and satin cushioning inside		
03	Proposed Rate for Cylinder for Honoris Causa		
04	Any other charges		07 days

Interested parties may contact Examination Branch of the University for details and submit their particulars as per prescribed proforma latest by **18th January 2017 (Wednesday) (03.00 pm)**

Controller of Examinations

No. AUE/Convocation/15/2016-17

Copy to:-

1. Finance Officer for information
2. PS to VC for kind information of the Vice Chancellor

Controller of Examinations

PROFORMA FOR SUBMISSION OF PARTICULARS

[Last date of submission: **18th January 2017 (Wednesday) (03.00 pm)**]

[Date of opening: **18th January 2017 (Wednesday) (03.00 pm)**]

1. Name of the Firm/ Manufacturer/ Dealer:
2. Permanent Account Number (Photo copy to be enclosed) :
3. Address with telephone/ mobile phone/ e- mail etc:
4. Experience in preparation of “Gold Plated Silver Medals and Cylinder for Honoris Causa.” (Supporting documents for experience of executing the work in Universities to be enclosed):
5. Proposed Rate for Gold plated silver Medals (inclusive of taxes):
6. Proposed Rate for Cylinder for Honoris Causa (inclusive of taxes):
7. Any other information:

Date:

Signature & seal
of the proprietor