

District Information Technology Society, Fatehabad

Room No 57-59 Mini Sectt. Building-1, 2nd Floor

Quotation Notice

Quotation Notice No: DITS/ 9


Date : 02/09/19

Subject: Repair of Printers.

E-Quotations are invited for repair of hardware's which are mentioned in Annexure-I, subject to the terms and conditions mentioned in Annexure-II. Quotations must reach on e-mail id: dcofficeftb@gmail.com with subject "**Repair of Printers**" before 2:00 PM on10...../09/2019.

In case the quotationer does not follow all instructions mentioned in annexure-II, quotations will not be accepted. The maximum period of delivery of items is three days from the date of placing the orders.

The quotations will be opened on the same day subject to availability of competent authority.


Chairman
District I. T. Society
Fatehabad-125 050

1	Particular/Service of 10-1015-1015 Printer	2	Total Cost in Figures Total Cost in Words
3	Particular/Service of 10-1015-1015 Printer	4	Total Cost in Figures Total Cost in Words

The quotationer must fill up the quotation form in duplicate and submit it to the undersigned authority on or before the date mentioned above. The quotationer must also submit the original copy of the quotation form along with the quotation. The quotationer must also submit the original copy of the quotation form along with the quotation. The quotationer must also submit the original copy of the quotation form along with the quotation.

Signature of the authority

District Information Technology Society, Fatehabad

Room No 57-59 Mini Sectt. Building-1, 2nd Floor

Quotation Form

Quotation Notice No:DITS/ 9

Date: 02/09/19

S.No.	Item Name	Qty	Cost per item including all taxes etc.	
			Cost in Figures	Cost in Words
1.	Repair/Service of Canon 4225	1	Total Cost in Figures _____	Total Cost in Words _____
2.	Repair/Service of Canon 4243 Printer	1	Total Cost in Figures _____	Total Cost in Words _____
3.	Repair/Service of HP 1005 MFP Printer	8	Total Cost in Figures _____	Total Cost in Words _____
4.	Repair/Service of LBP 2900B printer	6	Total Cost in Figures _____	Total Cost in Words _____

नोट:- उक्त कार्य बारे आप DITS के कार्यालय के किसी भी कार्यदिवस में आकर कमरा न 57 में संपर्क कर सकते है तथा प्रिंटर की इंस्पेक्शन रिपोर्ट कोटेशन के साथ सलग्न की जानी आवश्यक है।

(Space to be used by the Quotationer on annexure-I for quoting the rates of the items both in figures and words.) The same annexure is to be sent back to DITS, Fatehabad after filling up the rates)

Signature of Quotationer

Continued.....

It is certified that the instructions, terms and conditions of the Quotation Notice are acceptable and the rates of the items in Annexure-I quoted by me are correct.

8. Name of Quotationer

9. Name of Firm/Agency

10. Address of Firm

11. PAN No

12. GST No (Mandatory)

13. Mobile No/ E-mail ID

14. Registration No of Firm

Signature of Quotationer

To

The Deputy Commissioner cum-Chairman DITS
Fatehabad-125050

1. The minimum period of validity of quotation is three days from date of issuing orders.
2. All the Quotations will be valid for 30 days from and including the date of opening the Quotations.
3. One Quotation is accepted from one mail id. In case of more than one quotation is sent by single mail id then first quotation is considered valid.
4. Your quotation may be accepted in part or whole.
5. Consultant reserves rights for cancellation of Quotations and negotiations.
6. In case of any dispute arisen the decision of designated committee shall be final and binding.

TERMS AND CONDITIONS

1. All the quotations will be deemed to be for F.O.R. destination unless otherwise specified in the quotation and should include packing and forwarding charges and must not be "ex-works", "ex-godown", "ex-mills" etc.
2. Unless the goods offered are of recognized popular standard makes and full specifications have been stated samples bearing stamp, seal and signature must in all cases accompany all quotation for all items quoted for. It is necessary that samples must reach this office before or at the latest by the due time and date of opening quotations.
3. Firm/Mechanic visit the DITS office for checking of hardware and must submit hardware's inspection report with the E-quotation.
4. The firm will remain the responsibility of the hardware for three months from the date of repair of hardware and no additional payment of any kind will be made to the firm for any type of repair in the hardware under guarantee period.
5. The minimum period of repair of hardware is three days from date of placing orders.
6. All the E-quotations will be valid for 30 days from and excluding the date of opening the E-quotation.
7. One Quotation is accepted from one mail id. In case of more than one quotation is sent by single mail id then first quotation is considered only.
8. Your quotations may be accepted in part or whole.
9. Committee reserves rights for accept/reject of E-quotations and negotiations.
10. In case of any dispute arises the decision of designated committee shall be final and binding.