

# District Information Technology Society, Fatehabad

Room No 57-59 Mini Sectt. Building-1, 2<sup>nd</sup> Floor

## Quotation Notice

Quotation Notice No: DITS/10

Date : 04/09/19

**Subject: Repair of Hardwares.**


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](mailto:dcofficeftb@gmail.com) with subject "Repair of Hardwares" before 2:00 PM on .....10...../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.

  
Secy DITS

  
CEO  
DITS

  
Chairman  
District I. T. Society  
Fatehabad-125 050

1. Name of Quotationer
2. Name of Firm/Agency
3. Address of Firm
4. PAN No

## District Information Technology Society, Fatehabad

Room No 57-59 Mini Sectt. Building-1, 2<sup>nd</sup> Floor

### Quotation Form

Quotation Notice No:DITS/10

Date: 04/09/19

S.No.	Item Name	Qty	Cost per item including all taxes etc.
1.	Repair/Service of printer/Photostate machine installed at SK Branch (DC office Fatehabad)	1	Total Cost in Figures _____ Total Cost in Words _____
2.	Repair/Service of printer/Photostate machine installed at Complaint Branch (DC office Fatehabad)	1	Total Cost in Figures _____ Total Cost in Words _____
3.	Repair/Service of printer/Photostate machine installed at E.R.K. Branch(DC office Fatehabad)	8	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 इन्स्पेक्शन 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)

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.

1. Name of Quotationer
2. Name of Firm/Agency
3. Address of Firm
4. PAN No

Continued.....

5. GST No (Mandatory)
6. Mobile No/ E-mail ID
7. Registration No of Firm

Signature of Quotationer

To

The Deputy Commissioner cum-Chairman DITS  
Fatehabad-125050

1. The quotationer must submit all quotations for all items quoted for the necessary, that samples must reach the office before or at the latest by the due time and date of opening quotations.
2. The quotationer must visit the DITS office for checking of business and must submit the DITS report with the E-quotation.
3. The firm will remain the responsibility of the hardware for three months from the date of issue of hardware and no additional payment of any kind will be made to the firm for any type of repair in the hardware under guaranteed period.
4. The maximum period of repair of hardware is three days from date of placing order.
5. All the E-quotation will be valid for 30 days from and including the date of opening the E-quotation.
6. 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.
7. Your quotation may be accepted in part or whole.
8. Quotation reserves right for withdrawal of E-quotation and negotiation.
9. In case of any dispute arises the decision of designated committee shall be final and binding.



*[Faint handwritten signatures and text at the bottom of the page]*

## 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 visits 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.

*S. S. S.*  
Secy DITS

CEO *[Signature]* DITS Fakhabad