

District Information Technology Society, Fatehabad

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

Quotation Notice

Quotation Notice No: DITS//11

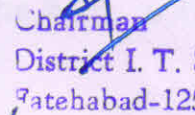
Date : 05/09/19

Subject: Repair of Canon MF 3010 printer.

E-Quotations are invited for repair of items 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 Canon MF 3010 printer" before 2:00 PM on27...../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. Name of Quotationer
2. Name of Quoting Agency
3. Address of Firm
4. PAN No.
5. GST No. (Mandatory)
6. Mobile No. (Mandatory)
7. Registration No. of Firm

The Deputy Commissioner cum-Chief Officer DITS
Fatehabad-125050

District Information Technology Society, Fatehabad

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

Quotation Form

Quotation Notice No:DITS/ 11

Date: 05/09/19

S.No.	Item Name	Qty	Cost All item including all taxes etc. (8 Printers)
1	Repair/Service of Canon Image Class MF 3010 printer	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 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)

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
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

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.

District Information Technology Society, Fatehabad

Inspection Report Format for e-Quotation No.11

Sr.No.	Name, Type of Item	Name of Items to be replaced/repared	Cost of item including all taxes
1.	Canon MF 3010 printer	1. 2. 3.	
2.	Canon MF 3010 printer	1. 2. 3.	
3.	Canon MF 3010 printer	1. 2. 3.	
4.	Canon MF 3010 printer	1. 2. 3.	
5.	Canon MF 3010 printer	1. 2. 3.	
6.	Canon MF 3010 printer	1. 2. 3.	
7.	Canon MF 3010 printer	1. 2. 3.	
8.	Canon MF 3010 printer	1. 2. 3.	