

DISTRICT INFORMATION TECHNOLOGY SOCIETY, FATEHABAD
Quotation Notice

Quotation Notice No: 2020/Feb/1

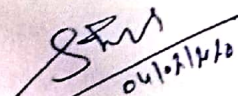
Date: 05/02/2020

Subject : Repair of Photocopier / Printers

Quotations are invited for supply/repair of various items which are mentioned in Annexure-I, subject to the terms and conditions mentioned in Annexure-II. Quotations must reach in the office of CTM cum Secretary DITS Fatehabad latest upto 2:00 PM on 07-02-2020.

In case the quotationer does not implicitly follow all instructions mentioned in annexure-II, quotations will not be accepted. The maximum period of carrying out this work is 03 days from the date of placing the orders.

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


04/02/20
Accountant/Accounts Manager DIO (Mem Tech)


CTM-cum-Secretary DITS

Quotation Notice No :2020/Feb/1

Date: 05/02/2020

Following Machines needs repaired

S.No.	Item Name	Description (If any)	Cost per item including all taxes etc.	
			Cost in Figures	Cost in Words
1	PhotostateMachince/Printer Canon 2420 at N.T. Office Jakhhal (NakalSeva Kendra)			
2	Photostate Machine/ Printer 2318 at Office of N.T. Jakhhal			
3	Photostate Machine/ Printer Cannon 4225 at NakalSeva Kendra Ratia			

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

It is certified that I have checked all above mentioned Equipments which needs repair/replacement of parts. The rates quoted by me includes all type of replacement of parts/repair etc. Furthermore if any fault arises within one month of repair, same will be removed by this office without any additional cost.

Signature of Quotationer

To

CTM-cum- Secretary

DITS, Fatehabad

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. The minimum period of delivery of items/completion of work is 03 days from date of placing orders.
4. All the quotations will be valid for 30 days from and excluding the date of opening the quotation.
5. Your quotations may be accepted in part or whole.
6. Committee reserves rights for negotiations.
7. In case of any dispute the decision of Chairman, DITS, Fatehabad shall be final and binding.
8. The firm will ensure following

"It is certified that I have checked all above mentioned Equipments which needs repair/replacement of parts. The rates quoted by me includes all type of replacement of parts/repair etc. Furthermore, if any fault arises within one month of repair, same will be removed by this office without any additional cost."