

DISTRICT INFORMATION TECHNOLOGY SOCIETY, NUH

No. : DITS/2021/249

Dated : 17-06-21

Subject :- Regarding to invite e-quotations for A4 Papers.


Quotations are invited for the rates of A4 Paper, as listed in the Annexure-I.

Quotations must reach on e-mail address: nuhquotations@gmail.com by 02:00 PM on or before 21-06-2021. The quotations must be sent with subject "Quotations invited for A4 Papers".

In case, the quotationer's does not implicitly follows all the instructions ie. terms and conditions mentioned in Annexure-II (attached), quotations will not be considered.

The maximum period of delivery of the said items is 2-3 days from the date of placing the service order.

Quotations will be opened on the same day ie. 21-06-2021 at 03:00 PM by the authorized committee in the presence of such quotationer's who wish to present or as the case may be or duly authorized representative.


Member Secretary,
District Information Technology Society,
Nuh.

17/6/21

Subject :- Regarding to invite e-quotations for A4 Papers.

Sr. No.	Name of Stationery / Consumable Item	Quantity for rate of per item	Rate to be quoted per item inclusive of all taxes etc.
1.	A4 Size Paper Ream (Spectra/ Century 75 GSM)	01 Peti	

Space is to be used by the Quotationer. The annexure-I is to be used by the quotationers for quotation the fees of all the work mentioned above in the table, both in figure and words. The same annexure is to be sent back to O/o District Information Technology Society, Nuh after filling up the rate / fees.

It is certified that instruction' work and condition of the Quotation Notice are acceptable and the rate/ fees of the works in Annexure-I quoted by me are correct.

1. Name of Quotationer
2. Name of Firm/Agency
3. Address of Firm/Agency
4. PAN No.
5. GSTIN No.
6. Aadhaar No.
7. Name of the bank in which Quotationer has account.....
8. Name of the branch of the bank.....
9. Account No. of the Quotationer.....
10. IFSC Code of the branch.....

**Member Secretary
District Information Technology Society
Nuh.**

**Signature of Quotationer
with Seal / Stamp
Mob. No.**


Terms and Conditions for inviting e-quotations for A4 Papers :-

1. All quotations will be deemed to be for F.O.R (Freight on the Road) destination unless otherwise specified in the quotation and should include packing and forwarding charges and must not be, "ex-works", "ex-downs", "ex-mills", et
2. If quoting otherwise than F.O.R destination, insurance charges to destination may be please be separately stated.
3. Unless the goods offered of recognized popular standard makes and full specifications have been stated samples bearing stamp, seal and signature must in all case accompany all quotation for mentioned item quoted for.
4. In cases where full specifications are not incorporated in the inquiry or where alternative specifications are quoted for the suppliers own specifications should be stated in full for the articles quoted for any illustrative item available duly stamped and signed should also accompany.
5. In all cases the country of manufacture and unit of measurement must be prominently stated. The unit should usually be the one stated in the inquiry.
6. All containers will be deemed to be non-returnable, unless when specifically stated otherwise in the quotation.
7. The minimum period of delivery & completion of work from date of placing order should be specified.
8. All Quotations will be deemed valid for at least 15 days from and excluding the date of opening of quotations.
9. (i) The inspection of the goods be carried out by the consignee at destination and rejected goods will have to be removed by you within 03 days of destination and rejected from official, failing which the goods will lie at your risk.

(ii) The rejected goods must be replaced by you within 07 days of the dispatch by the official of a registered notice intimating that the goods have been rejected failing which the Deputy Commissioner will be entitles to make risk purchase without any further reference to you.

(iii) If you claim that the goods supplied by you are strictly according to the specification you may file an appeal with the Deputy Commissioner, Nuh under intimation to the Member Secretary, DITS Nuh within 05 days of the receipt of the registered notice from the Office where such an appeal has been filed and Official will hold the goods in his custody till the final decision of the Deputy Commissioner, Nuh.

10. The supply must be completed satisfactorily within the stipulated period, failing which the Deputy Commissioner reserves the right to purchase or to allow purchase of goods at your risk, provided that where goods are not supplied according to the decided to muster pattern and on account of urgency of the demand the office decides to retain the interior goods you will be entitled to receive payment not at the contract but at the rate fixed by the Deputy Commissioner, Nuh with due regards to the quality of the material supplied.
11. Your quotation may be accepted in partly of fully.
12. In case your rates are good for a certain period, posting of the acceptance on the last day will be acceptable to you.
13. In case of controlled goods by the Government the quotation must be seen subject to the control rate and other conditions and you will be paid at the controlled rate or rate offered by you whichever is lower. The payment of the delivered items will be made to the quotationers by cheques/ RTGS.
14. In case of any dispute the decision of the Deputy Commissioner, Nuh shall be final and binding on you.
15. The contractor shall dispatch material "freight Paid" in all cases where their offer is F.O.R Destination.
16. All above conditions will be enforced, unless written orders of Deputy Commissioner, Nuh are obtained relaxation in any specification condition in any specification instances.
17. The quotations with incomplete information and not strictly in accordance with the above conditions are liable to summery rejection without any reason.
18. In case any spare parts used; the repairing vendor will provide the warranty for the spare part used as per the terms and conditions of the manufacturing company.
19. Warranty card must be submitted.


Member Secretary,
District Information Technology Society
Nuh.

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