

Government Polytechnic, Nanded- 431 601.

Veer Sawarkar Marg, Babanagar, Nanded.
Phone: 02462-254210 Fax No: 02462-252520
Email: govtpolynanded@yahoo.com

No.GPND/STORE/2023-24/ 10875

Date:- -7 DEC 2023

To,

Quotations should reach on or before :- Dt:- 15/12/2023

Subject :- Quotation for aluminium Partition and aluminium windows and other items

Dear Sir,

You are requested to send your quotations subject to the following conditions, in a sealed envelope, for following work listed herewith.

CONDITIONS OR THE QUOTATIONS:-

- 1) The QUOTATIONS ON AND THE DATE OF OPENING SHOULD BE BOLDLY written on the envelope. The quotations received which are open, unsealed, incomplete, mutilated, over written may be rejected.
- 2) THE NET RATE FOR EACH ITEM, VARIOUS TAXES AS APPLICABLE ALONGWITH THEIR RATES, PACKING FORWARDING FREIGHT/TRANSPORTION SUCH OTHER CHARGES SHOULD BE STATED SEPARATELY. Otherwise it will be presumed that the rates include all these charges, expenses etc, and are for delivery (A) F.O.R. Nanded for local supplier.
- 3) The rates should be valid up to 31-03-2023 from the date of opening of the quotation your items have specifications DIFFERENT From those stipulated, do not quote. The details make of item and photograph indicating its physical layout.
- 4) Leaflets giving descriptive technical literature for the same which will give the information about specifications make, typical pictorial views, name of manufacturer, company, etc should be supplied along with the quotation, otherwise it will not be compared.
- 5) SAMPLES should be supplied if required.
- 6) The undersigned reserves the right not to consider the quotation in the absence of the detailed information about the items.
- 7) In case of machinery, equipment, apparatus, instrument. Etc. The operation instrument and maintenance manua demonstration etc. May be required before finalising the order for supply of the stores.

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- 8) The undersigned reserves the right. Without giving any reason (A) to reject the quotation in part or full (B) to extend the date of opening of the quotation and (C) to cancel the quotation in part or in full.
- 9) If the quotation is accepted the stores should be SUPPLIED at the destination/ at the premises on or before AS PER DATE ON ORDER OR within the period decided by mutual consultation otherwise
- 10) The bills in triplicate of the stores or invoice. RR/LR etc. Should be sent directly to the undersigned by hand delivery or by registered post A/C due.
- 11) THE DOCUMENTS THROUGH BANK WILL NOT BE ACCEPTED.
- 12) Stores damaged. Deficient or not in accordance with the accepted specifications and UNSATISFACTORY will have to be collected by the supplier at his cost and risk OR appropriate cost for such shortcomings may be deducted from the bill by mutual consultation.
- 13) The stores should BE INSURED with the Govt. Insurance Fund. Sachiwalaya and Mumbai-32 for transit risk. The supplier therefore may pay the premium and the same may be charged in the bill separately.
- 14) The PAYMENT OF THE BILL will be released only after the satisfactory completion of work
- 15) CST /BST/ VAT/ Regn. No .IS ESSENTIAL ON THE quotation and BILLS.
- 16) The Undersigned shall not incur any liability to pay interest for delayed payment of the bill for any reason.
- 17) Any DEVIATION from any of these conditions SHOULD BE CONFIRMED from undersigned before accepting the order for supply of the stores.
- 18) REFERENCE OF OUR QUOTATION NO. Mentioned at the top of the letter should be made in all future correspondence.
- 19) If necessary Demonstration is required before Purchase Order.
- 20) In case of repair work material and labour cost shall be mentioned clearly

Thanking You.

Yours faithfully,

Principal,

Govt. Polytechnic, Nanded.

Copy To:-

- 1) To Suppliers as per List.
- 2) Notice board of the institute.
- 3) Website I/c- to publish it.
- 4) O/c – Store / H.O.D.

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Sr.No.	Work Particulars	Qty	Unit cost	Total Amount
01	Aluminium window	7		
02	Table glass	2		
03	Table cloth	2		
04	LCD projector banner type screen	03		
05	Aluminium Partition	Per sqft		


Principal

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