



# Government Polytechnic, Nanded – 431 601.

Veer Sawarkar Marg, Babanagar, Nanded.

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Email: govtpolynanded@yahoo.com

No.GPND/STORE/22-23/7698

Date: 29 AUG 2023

To,

Web Site of This Institute.

**Quotations should reach on or before: - Dt. 06.9.2023. at 4.00 p.m.**


**Subject:** Quotation for Printer HP M233DW.

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

## **CONDITIONS OF 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 outstation supplier and (B) at the premises of the Govt. polytechnic, NANDED for local supplier.
3. The rates should be valid **up to 31-03-2024. from the date of opening** of the quotation your items have specifications DIFFERENT From those stipulated, do not quote. The details of the item should be enclosed indicating general features , technical details ,make of the 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 alongwith 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 maintenace manua demonstrarion etc. may be required before finalising the order for supply of the stores.
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 ful
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 the THE EXTENSION FOR DELIVERY PERIOD IS AGREED TO BY THE UNDERSIGNE
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 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 separatel
- 14 The PAYMENT OF THE BILL will be released only after the satisfactory completion of work
- 15 GST 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.
- Thanking you.

Yours faithfully,  
  
Principal,  
Govt. Polytechnic, Nanded.

Copy to Notice Board of This Institute.