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INDIRA GANDHI INSTITUTE OF TECHNOLOGY
SARANG-759146, DIST: DHENKANAL, ODISHA
Tel: 06768267086, Fax: 06768267128

No. IGIT/PHY/ 420

Date - 04/02/2023

Quotation Call Notice

Sealed quotations are invited for the articles enclosed herewith from original equipment manufacturer/ registered suppliers/ dealers / firm/ person concerned having valid GSTIN and registration no, on or before **Dt.17-02-2023** up to **4.00 PM**, mentioning quotation number and date super scribed on the sealed envelope and sent by Post / Registered post / Speed post Courier to the Registrar IGIT Sarang, Attention - H.O.D., Physics Dept., DIST: DHENKANAL, PIN 759146, ODISHA. Quotation will be opened on **Dt. 21-02-2023** at **11.30 AM** in presence of the quotationers.

Quotation received after the due date, or without seal shall not be considered. The materials will have to be delivered within 07 days from the date of placing order unless otherwise directed failing which the purchase order is liable to be cancelled.

The quotationer must have submitted a copy of registration under GST and PAN number issued by the competent authority along with the quotation.

The terms of delivery along with any extra charges e. g. GST etc. should be indicated clearly in the quotation. The material may be delivered to IGIT Sarang on FOR basis. Mode of payment as per standard rule of IGIT Sarang is through NEFT/RTGS system, accordingly the quotationer mentioned their Bank Account Number, IFSC Code no, and Name of the bank positively at the time of submission of quotation. The authority reserves the right to reject any or all the quotations without assigning any reason thereof.


03/02/2023
DIRECTOR.
Director
Indira Gandhi Institute of Technology
Sarang, Dist. Dhenkanal

1. PA to Director for kind information to authority
2. Registrar IGIT Sarang for kind information
3. Prof. in-charge, Institute website for information and necessary action. He is requested to upload the Quotation call notice in the institute website for information of all concerned.

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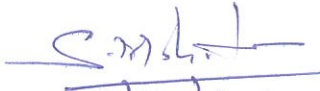
SI. No	Description of Items and Specification	Required Quantity (in Nos.)	Remarks
01	Cannon High speed MSP printer (Image CLASS MF244DW Laser)	01	Catalog to be provided by the dealer. Authorization/
02	Repair of printer HP LaserJet M1005 MFP (Original Cartridge & Other maintenance)	01	Dealer Certificate are mandatory


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TERMS AND CONDITIONS

1. The materials should be delivered to the principal, Indira Gandhi Institute of Technology Sarang F.O.R destination Ex- Go down as per terms within 07 days of issue of this order.
2. The materials are to be carefully packed and insured against breakage / pilferage and losses during transit.
3. Rate as per your quotation/ as per manufacturers price list should be furnished with usual discount admissible to the educational institution / dispensaries.
4. Inspection of goods before delivery shall be allowed to our representative, if allowed.
5. Defective supplies will be rejected and returned at the cost of suppliers.
6. The supplier to withstand guarantee for a period of one year against all manufacturing defects and during the guarantee period, all the repair / replacements will be done at their cost.
7. Payment will be made by crossed cheque / Bank draft on state Bank of India, IGIT Sarang. Full payment will be made on receipt of materials in good condition & after successful installation.
8. No advance will be paid for the above supply.
9. Bill prepared in triplicate named Principal, IGIT Sarang should be submitted to the Principal, attention to HEAD, DEPARTMENT OF PHYSICS IGIT, SARANG.
10. Any legal disputes pertaining to the purchase order will be subjected to jurisdiction of concerned courts within the state of ODISHA.
11. All correspondences arising out of this order should be addressed to the Principal IGIT, SARANG attention to HEAD, DEPARTMENT OF PHYSICS, IGIT, SARANG noting the number and date of order.
12. Valid up to date GST/VAT clearance certificate be submitted along with the bill / acceptance of the order.
13. The firm should furnish PAN / IT copy of the firm.
14. Copy of the service tax certificate may be produced, if order is accepted.
15. Please mention the discount that is offered for educational institute on the quoted price.
16. Decision of committee will be final towards L1 for procurement of the individuals/group of items.


03/02/2023
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Director
Indira Gandhi Institute of Technology
Sarang, Dist. Dhenkanal