

No. PPDCM/10(25)/2016-17/ 719

Date: 21-03-2017

To

As per list enclosed. / website

**Sub: Tender/Quotation for supply of Printer/Antivirus/ Scanner/ Laptop**

Sir,

Sealed tender/quotations are invited for supply of the item as per following details:

Sl. No.	Name of the item	Quantity
1.	Epson Tank Printer L-380	6 Nos.
2.	Antivirus Quick Heal Total Security (10 User)	5 Nos.
3.	Canon ADF Scanner	1 No.
4.	Dell Laptop Core i7 (7 <sup>th</sup> Gen)8Gb Ram Tb HDD/4Gb Graphic Card/Win 10	6 Nos.

It is requested to kindly quote your lowest rates latest by 24/03/2017 up to 2.00pm in PPDC, Meerut. Terms & Conditions of the centre is also enclosed herewith.

Yours faithfully

  
(Sunil Gupta)  
Principal Director

Encl: As above.

\*rg/-

**MSME-TDC (PPDC), MEERUT**

**Terms & Conditions**

1. **Rates should be per unit on F.O.R/Door Delivery at this centre including all charges & taxes etc. with 01 year warranty from the date of installation commissioning & demonstration.**
2. The tender/quotation should be addressed to the **Principal Director, MSME- Technology Development Centre (PPDC), Sports Goods Complex, Delhi Road, Meerut and to be sent in a sealed envelope superscripting "Tender/Quotation for Printer/Antivirus/ Scanner/ Laptop".**
3. **The Tender/quotation, completed in all respect, should reach to this office latest by 24-3-2017 up to 2.00 P.M. & will be opened on same day at 3.00 P.M. at this centre.**
4. You may depute your authorized representative, at your own expenses, to be present at the time of opening the tenders/quotations.
5. 100% payment will be made after successful installation, commissioning & demonstration of the items at site as per Purchase Order.
6. The goods should be delivered within 07 days from the date of issue of purchase order.
7. The Principal Director of this Centre reserves the right to accept or reject any or all the tenders/quotations in full or in part without assigning any reason.
8. The quantity of item may increase or decrease.
9. The goods found defective will be replaced by you at your own cost.
10. 5% Performance security of the value of Purchase Order to be deposited for the warranty period.
11. All disputes are subject to Meerut jurisdiction.

**Above Terms & conditions accepted**

Signature & stamped of the supplier