

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH**

(Under Ministry of Human Resource Development, Government of India)

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No.NITTTRC/RE 2017-18/ECV/Laser Printer/Enquiry/2017-18/

**Date: 19.09.2017**

To

**QUOTATION DUE DATE**(a) Please send your quotation within the due date in a sealed envelope on or before **Date: 13.10.2017****(b) Delivery required at: NITTTR, AP Extension Centre, VIJAYAWADA**

Sl. No.	Description of Items	Quantity Required
1	Multi Function Laser Printer (Printer, Copier, Scanner & Fax Machine )  Specifications: <ul style="list-style-type: none"><li>Type: Basic Multi Function Laser Printer</li><li>Paper Size (Original/Image): A4 Size</li><li>Minimum Speed per Minute: 15 - 20 CPM</li><li>Paper Input Capacity: 250 sheets</li><li>Memory (RAM) (Minimum): 64 MB and above</li><li>Document Feeder: ADF</li><li>Zoom range : 50% to 200%</li><li>Printer, Fax and Scanner Features: Yes</li><li>Warranty: 2 Years (Minimum)</li></ul>	1 No.

**Note:** 1. GST and any other charges should be mentioned separately for each item2. **INDICATE your TIN / GST Nos. clearly**3. Cover should be addressed to :The Professor & Head, NITTTR, AP Extension Centre,  
ANR Towers, # 102 & 504, Jammichettu Street,  
Prasadampadu, VIJAYAWADA – 521 108, A.P. , INDIA.**(For terms and conditions please see overleaf)****for DIRECTOR**

## Terms & Conditions

1. The quotation must specify the period within which the supply could be effected from the date of receipt firm orders.
2. Quotation received after the due date mentioned on the reverse will not be considered.
3. Your quotations should be for materials strictly in accordance with the specifications shown. In case you are offering substitutes state clearly the exact specification etc, of the materials offered Drawing sketches or any other technical data should be submitted separately.
4. The prices quoted should clearly specify charges for delivery of the goods to destination indicated overleaf.
5. The prices quoted should include all packing costs and it will be assumed that packing materials (cases etc..) are non-returnable unless otherwise stated.
6. Sales tax or any other taxes if applicable should be shown separately giving the full rate of taxes for each items giving ex-incidence of such levies.
7. The Director reserves the right to accept the whole or part of any quotation without assigning any reason and the lowest or any quotation, will not necessarily be accepted, and the Director's decision shall be the final.
8. Samples must accompany the quotation when so specified or within two days when asked for later.
9. If it is discovered that the materials supplied are not exactly according to the specification, the entire stock will be rejected.
10. We reserve the right to inspect the goods offered at any stage of manufacture / supply at your premises.
11. Any dispute arising out of or relating to this Enquiry shall be deemed to have arisen in Madras and is subject to adjudication of the Madras Courts.
12. Rates quoted once will remain firm for that particular dealing.
13. The quotation should be kept valid for a period of 60 days from the date of opening for acceptance.
14. Payment will be made after confirmation on receipt of the materials in good condition at this Institute (normally within 30 days.) Advance payment will not be entertained at any circumstances.
15. Printed conditions of the firm sent along with the quotation form if any, shall not be binding on us.
16. In case of Printing the Proof should be got approved before final strike.
17. Materials should be supplied at this institute in good condition.
18. Price quoted by the suppliers accepted by the Director is final, and no deviation therefrom will be accepted without the Director's agreement in writing.
19. If the rates are under D.G.S. & D. Please specify the same clearly enclosing necessary documents.