JAMIA HAMDARD
(DEEMED TO BE UNIVERSITY)
(REACCREDITED BY NAAC IN GRADE 'A')
HAMDARD NAGAR, NEW DELHI-110062
Phone: 91-011-26059688 (12 Lines): Ext.-5326
Website: www.jamiahamdard.edu

REQUEST FOR QUOTATION

(JH/PS/Quot-801/May-2022)

TERMS & CONDITIONS

Sealed quotations are invited from reputed Manufacturers/Authorized Distributors/Resellers for reputed brands **of Laptop and Color Laser Jet Printer for Deptt. Of Physiotherapy, Jamia Hamdard as per the details and the terms and condition are given below:**

S.N.	Name of Equipments	Qty
1	Laptop-Intel core i5,11th Gen, 8GB RAM, 512GB SSD,15.6"Backlit Win 11 Home + MS Office/1 year warranty with bag	01
2	HP Color Laser jet Printer Model MFP 178nw	01

Terms and Conditions:

1. Quotation may be submitted latest **by 13.062022 by upto 3.00 p.m.** in an envelope superscripting **"Quotation for Laptop and Color Laser Jet Printer, Deptt. Of Physiotherapy, Jamia Hamdard"** and addressed to: **Registrar, Jamia Hamdard, Hamdard Nagar, New Delhi-110062 and dropped in the tender/quotation box available in the Purchase Section.**
2. Prices should be quoted plus GST as applicable as per Govt. rule on FOR Jamia Hamdard basis. Jamia Hamdard.
3. Prices can be quoted in Indian Rupees.
4. Jamia Hamdard will deduct an amount of 0.25% from all the bills for "*Jamia Hamdard Relief and Welfare Fund*".
5. The specifications given above should be strictly followed.
6. Delivery Period: Within 1-2 weeks.
7. Earnest money for 2.5% on the quoted items in the form of DD/bankers cheque
8. Payment: 100% on delivery and satisfactory supply.
9. The Vendors whose near relatives / blood relations are employed at Jamia Hamdard need not apply, and the same will not be considered.

10. The Institute does not bind itself to accept the lowest quotation and reserves the right for accepting any quotation or to reject any or all quotations and also to reduce or enhance the quantity and period of order according to departmental requirement without assigning any reason.
11. The decision of the University will be final in case of any dispute arising in implementation of the terms of the contract.
12. TAN/PAN and GST certificate should be attached with the quotation documents.
13. The manufacturer/supplier should submit the list of Universities/Govt. organizations/Institutions to whom supplies were made earlier.

14. Correction in the Quotations if any should be initialed otherwise the Quotations will be rejected at the time of the opening; the rates should be quoted in figures and in words as well.
15. No extra payment like carriage freight, loading and unloading, storekeeping, packing, forwarding etc. will be paid.
16. Income tax at source will be deducted from the running bill of supplier from the passed amount as per instruction of Income Tax Department.
17. The Institute takes no responsibility for delay or non receipt of quotation documents sent by post either way and also reserves the right to accept or reject any or all the quotations in part or full without assigning any reason thereof.
18. In case the date of opening of quotation is declared as Public Holiday, the quotation shall be opened on the next working day at the same time.
19. Late and delayed quotations shall not be considered and may be returned unopened to the bidder.
20. Quotations not in proper sealed cover or received telegraphically or by fax will not be entertained.
21. Conditional quotations will be rejected without assigning any reason.
22. The price to be given in the quotation are fixed prices, irrespective of rise in materials prices and increase in taxes etc., till the delivery of the overall consignment. No request in regard to increase in the price will be entertained after the submission of the quotation.
23. The vendor has to certify that these terms and conditions are acceptable to him.
24. All legal disputes, arising if any, would be settled under jurisdiction of Delhi court.

Registrar

The above terms & conditions are accepted.

Signature ....
Name..
Designation...
Company Seal ....