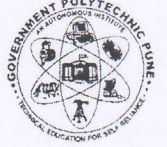




Government of Maharashtra
GOVERNMENT POLYTECHNIC, PUNE

(An Autonomous Institute of Government of Maharashtra)

University Road, Shivaji Nagar, Pune - 411016



Phone: 020-25676818, 25559200

Email: principal.gppune@temaharashtra.gov.in

No/GPP/Exam/ Roll & Ink Cartridge /2023/ 5231

Date: - 28 NOV 2023

QUOTATION

**Name of Work :- Invitation of Quotation for supply of Gestetner Copy Printer
(Model Dx 3440/Dx3443) Master Roll & Ink Cartridge.**

Dear Sir,

Please send your sealed quotation for the items detailed below in the printed overleaf format so as to reach this office on or before **06/12/2023 at 05.00 P.M.** The quotation should be sent in sealed envelope super-scribed as for the “**Gestetner Copy Printer Master Roll & Ink Cartridge**” along with reference No of this letter and due date. The sealed quotation will be opened on **07/12/2023 at 12.30 P.M.** in the office of Principal, Government Polytechnic, Pune.

Sr. No	Items Name	Qty	Unit Rate (Rs.)	GST %	Total Cost (Rs.)
1	Gestetner Copy Printer (Model Dx 3440/Dx3443) Master Roll (B-4 Size) (CPMT-15)	04			
2	Gestetner Copy Printer (Model Dx 3440/Dx3443) ink Cartridge CPI - 7 Black	15			

Terms and conditions: -

1. The prices of the material should be quoted F.O.R. this Institute.
2. Taxes if any should be stated separately.
3. The delivery period should be stated clearly.
4. The rates shall be valid for a period of 180 days from the date of opening.
5. The items above shall be checked and accepted at this Institute only.
6. The bidder should collect the size and format of Name plates and Name boards from purchase Deptt.
7. The sample of any item, if asked for, will have to be delivered to this Institute at your cost.
8. The supplier requires supplying the stores exactly as per technical specifications & will be responsible to replace & take back the defective supplies at his risk & cost.
9. GST No. has to be provided along with Quotation. Otherwise the quotation will be treated as invalid.
10. Quotations should be in sealed envelope.
11. E-mail quotations will not be accepted.
12. The bidder should collect the printing data and format from purchase department.
13. The billing will be as per total square feet work taken at actual after measurement.

12. The Supplier should contact Examination Department G.P. Pune regarding any query about

Yours Sincerely,

Bnd 28/11/2023
(Dr. V. S. Bandal)

Principal

Govt. Polytechnic, Pune

Copy to -

1. By mail to The Joint Director, R.O. Pune It is requested to publish the enquiry on the web site.
2. The Head of Computer Department, for hosting on the Institute's website in time limit.
3. Main Notice Board, G. P. Pune
4. Examination Department.

(To be submitted by Bidder on Letter head)
**Quotation for Supply of Gestetner Copy Printer (Model Dx 3440/Dx3443) Master Roll
& Ink Cartridge.**

To,
Principal
Government Polytechnic,
Pune - 411016

Sub: Supply of Gestetner Copy Printer (Model Dx 3440/Dx3443) Master Roll & Ink Cartridge.

Ref. No.: Date:-

Sir,

I/We submit our most competitive offer in response to a letter as referred above in accordance with the conditions of contracts. Our quotation is given below.

Sr.No	Items Name	Qty	Unit Rate (Rs.)	GST %	Total Cost (Rs.)
1	Gestetner Copy Printer (Model Dx 3440/Dx3443) Master Roll (B-4 Size) (CPMT-15)	04			
2	Gestetner Copy Printer (Model Dx 3440/Dx3443) ink Cartridge CPI - 7 Black	15			

We hereby confirm that this quotation is valid for 180 days as required in clause 4 of the Instructions to bidders.

Yours faithfully,
Authorized Signature
Name & Title of Signatory:
Name of Bidder/Office Stamp:
Address: