

Quotation form

PART -1 TECHNICAL BID

1.	Name of the Firm/Individual (in capital letter)	
2.	Address Telephone No.	
3.	Name of the Authorised Signatory	
4.	Specimen Signature of Authorised Signatory	
5.	Mobile No.	
6.	GST NO.	
7.	PAN	
8.	DD No. & Date of EMD of Rs.9000/- (Refundable)	
9.	DD No. & Date of paper Cost of Rs. 1000/- (Non-Refundable)	
10.	Affidavit of declaration that the quotattioner agrees to abide by all terms & conditions of quotation.	
11.	Whether all documents submitted signed by the authorized signatory of the firms / Agency (Yes/No)	
12.	Experience certificate/ Letter of similar works	
13.	Whether the firm is register under company Act/ Partnership/ Proprietorship (Copy of the certificate to be enclosed)	
14.	IT returns for the last three years filed by the Agency.	

★ **EMD 2% of Rs.9000 Refundable to be deposited at the time of submission of Tender Paper in the shape of Bank D.D. on any Nationalized Bank in favors of the Principal.**

Declaration

I/We here by certify that the terms & conditions specification etc. given with the quotation call notice have been read carefully and acceptable to me /us and the information furnished above in correct to the best of my/our knowledge.

Place
Date-

Signature and seal of the Firm/
Agency or Authorised Signatory

Quotation form

PART -2

FINANCIAL BID

Sl. No.	Name of the item	Specification	Brand	Rate (Excluding GST & Other Tax) but including TC & installation cost
1.	Desktop			
2.	UPS			
3.	Printer			
4.	LED TV			
5.	Wireless Mice & Camera with Mice			

1. We agree to supply the above mentioned offers as per technical specification with quoted price.
2. We also confirm that the normal commercial warrantee /guarantee shall apply to the supplied items.
3. We also agree and abide with the terms & conditions stipulated in the bid documents.

Place-

Date-

Signature Seal of the
Authorized Signatory

Other Terms & Conditions

1. The principal reserves at right to propond / Postponed /Cancelled the quotation.
2. Payment shall be made after the supply and submission of bill which will be subject to satisfactory supply (certified by the committee constituted for the purpose)
3. No preference will be given to any quotationer, either for the price or for other terms and conditions.
4. Quotation may be submitted on the printed letter head of the quotattioner in the prescribed format.
5. No payment will be made for any damage of goods supplied.
6. Liquidated damages provisions for damages shall be included in conditions of the contract when delays in delivery of goods to meet performance requirements would result in extra cost or loss of other benefits to the college.
7. Quotation shall remains valid for a period not less than 90 (Ninety) days after the deadline date specified for submission.
8. The principle will award the supply order to the quotationer whose quotations has been determined to be substantially responsive and who has offered lowest evaluated quoted price.
9. The principle reserves the right to accept or reject any quotations and to cancel the selection process and reject all quotationes at any time prior to award of the supply.
10. Qoutationer will supply and deliver the items in requisite number at the office of the Principal, Emarti Devi College, Cuttack.

I agree to abide by the above terms and conditions.

**Signature of the Quotationer
With seal.**