



ENQUIRY LETTER

GOVERNMENT POLYTECHNIC, PUNE.

University road, Pune-411016.

Phone: 020-25655907, 020-25676818 (Personal), Fax: 020-25656217.

Email: gppmain@dataone.in, gppune1@dataone.in Website: www.gppune.ac.in

No.GPP/WS /2018-19/ ४११६

date: 0 1 OCT 2018

To,

M/s. _____

Subject :- Quotation for legal Xerox rim

Please send your quotation for the following items on the terms and conditions listed below, mentioning our reference letter number, date and due date of quotation on your sealed envelope, on or before 08/10/2018 . The quotation opened same day & time.

TERMS and CONDITIONS.

1. The rates shall be valid for a period of three months from the date of opening.
2. The rates should be quoted for Free-On-Railway, Government Polytechnic, Pune only.
3. The stores shall be checked and accepted at Government Polytechnic, Pune only.
4. The sample of any item, if asked for, will have to be delivered to Government Polytechnic, Pune, at your cost.
5. The rates may be quoted exclusive of all taxes, delivery, transport, loading, unloading, labour and other charges e. t. c.
6. Government Polytechnic, Pune, institute is exempted from OCTROI duties.
7. The rejected material will be returned to you at your cost.
8. If you fail to supply any item within the stipulated period than the material in question will be purchased in the market and the difference in cost, if any will be recovered from you as government revenue.
9. Government Polytechnic, Pune, reserves the right to accept or reject any or all quotations at any time, prior to the award of order.
10. Normal commercial warranty/ guarantee shall be applicable to the supplied goods.

P.T.O.....



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S. N	Item name and specifications	Required Qty	Rate
01	Legal Xerox rim (size 21.5cm x34.5 cm) 75 GSM	100	


Principal

Government Polytechnic, Pune