



3. The second envelope will contain the financial bid in which the all-inclusive rates F.O.R. Institute Government Polytechnic, Dhule shall be written and signed with the stamp of the establishment in the following format.

| Sr. No. | Name of the item with specification | Quantity required | All inclusive cost per unit | All inclusive cost for quantity mentioned. |
|---------|-------------------------------------|-------------------|-----------------------------|--|
| 1.      |                                     |                   |                             |  |
|         |                                     |                   |                             |  |

Date: -

Place: -

(Signature)

Rubber Stamp of organization.

4. The two envelopes should be sealed with a mention of the type of envelope (technical/ Financial), Reference no., Date of opening the quotation on the front side of the envelope. These two envelopes should be sealed in a third envelope by giving heading "Quotation for Supply of Computer (Basic electronics) Equipment's and writing complete address of the undersigned.
5. The quotations should reach the undersigned on or before date 07/05/2018
6. The material will be checked at this institute.
7. Prices should be quoted F.O.R Institute (Govt. Polytechnic Dhule ) and no extra charges will be paid for cartage, packing etc. for the material rejected and replaced
8. Quotations will be opened at **11:00 AM** on date 08/05/2018
9. Rates must be valid for minimum six months from the date of confirmation letter.
10. Materials should be quoted for standard makes and minimum pkgs.
11. Delivery to the consignee has to be effected within 04 weeks from the date of issue of purchase order. Thereafter the undersigned reserves the rights to reject the same if the delivery of the stores is delayed beyond the stipulated period.
12. Immediately after delivery of goods, the supplier must send his representative /team of expert for Demonstration/ Installation/ Commissioning/Erection/Testing and Checking which shall be carried out free of cost at Govt. Polytechnic, Dhule and also the material required for the same must be carried by concerned.
13. Prior intimation of delivery of goods as well as for Demonstration/ Installation/ Commissioning/Erection/Testing and checking should be communicated to this Institute.
14. No advance payment is permissible.
15. Every case will be taken to clear up the bills in a least possible period, if acceptable material to the agreed specifications mentioned in the purchase order must be supplied immediately without any delay.
16. Dispatched documents must be sent directly to this office and not through any bankers.
17. Material will be strictly rejected if not found as per purchase order specifications and the same shall be returned to your firm at your own cost.
18. The undersigned reserves the right to alter /amend any terms without prior reference to the supplier and ordering part quantities without assigning reasons and the supplier shall supply the ordered quantity at accepted rates and also reserves the right to accept or reject any offer or all offers without assigning any reason thereof.

\* Quotation sent via email shall not be accepted.

  
(R.K. CHAUDHARI)

PRINCIPAL

GOVT. POLYTECHNIC, DHULE

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