



# GOVERNMENT POLYTECHNIC, DHULE.

( Community Development through Polytechnic )

PH: 02562-272103. FAX:02562-272103.

ENQUIRY NO:-GPD/CDTP/CS/ELECTRICAL /2016-17 275

Date :- 17.01.2017

DUE DATE :- 30.01.2017

## ENQUIRY LETTER

HEAD OF COMPUTER DEPARTMENT- FOR UPLOADING THE ENQUIRY ON INSTITUTES WEBSITE

Sub:- QUOTATION FOR THE SUPPLY OF ELECTRICAL CONSUMABLE ITEMS

List of Materials :- Given below / attached herewith .

Sir ,

We wish to invite quotation for purchase of equipment's/consumable materials listed below /on the attached sheets. You are requested to quote your most competitive rates for the equipment's/consumable materials that you can supply. The quotation should be sent in a sealed envelope/cover and marked as "Quotation for the supply of ELECTRICAL consumable items " along with the Reference no , Date of the enquiry, Due date and should reach this office not later than 30.01.2017 You may depute your representative at the time of opening of quotation on 31.01.2017 @ 11:00 AM.

THE FOLLOWING TERMS AND CONDITIONS MAY PLEASE BE NOTED IN THIS CONNECTION WHILE SENDING YOUR QUOTATION.

### A. REGARDING MATERIALS.

- 1.) Mention your VAT TIN Number and PAN no. in quotation , else your quotation would be strictly rejected.
- 2.) Quote your most competitive rates on your original letter head of your firms name only as per our required detailed specification items only .The trade mark and the quality of origin (confirming to I S I specifications should be offered.) must be specified clearly. In the absence of the material's specification, you may quote for materials specification of which should be furnished completely.
- 3.) Manufacturer's name and its origin should be mentioned clearly.
- 4.) If found Overwriting in quotation or Quotation sent without the signature etc. in such cases the Quotations will be strictly rejected.
- 5.) Vat/tax charges, if applicable, should specifically be mentioned in quotation which will be as per latest Govt. Rules
- 6.) Rates must be inclusive of all freight, packing forwarding Insurance charges to the Central Store Department Govt. Polytechnic, Dhule.
- 7.) Demonstration/Installation/Commissioning/Erection/Testing and Checking will be carried out free of cost at Govt.Polytechnic, Dhule.
- 8.) The amount of TDS shall be deducted from your total bill amount as per Govt. rule.

### B. VALIDITY OF THE QUOTATIONS.

The rates quoted by you must be valid for a period of six months from our due date of quotation.

### C. INSURANCE :-

The material will have to be insured for transit risk with the Government insurance finance fund, finance department, Mumbai and not with any other company.

### D. DELIVERY TERMS :-

Rates should be free delivery of the material ordered at Central stores, Govt. Polytechnic, Dhule (i.e without any extra payment being required to be made for local transport/hamali/carriage charges etc.)Within the stipulated period mentioned in purchase order.

### E. PAYMENT TERMS :-

1. No advance payment is permissible.
2. Every case will be taken to clear up the bills in a lease possible period, if acceptable material to the agreed specifications mentioned in the order must be supplied immediately without any delay.
3. Dispatched documents must be sent directly to this office and not through any bankers.
4. Material will be rejected if they are not as per ordered specification and the same will be returned to your firm at your own cost.

The undersigned reserves the rights to reject any or all quotation without assigning any reasons therefore.

SR.NO	PARTICULARS	QTY REQD
1.	PIANO TYPE SWITCH 6 AMP	200 NOS
2.	SOCKET FOR 3 PIN 6AMP	150 NOS
3.	INDICATOR 6 AMP	15NOS
4.	2 WAY SWITCH 6 AMP	12NOS
5.	3 CORE CABLE- 1 SQ MM	01 BUNDLE (90 METERS)
6.	P.V.C. 1 WAY BOX	30 NOS
7.	BELL PUSH BUTTON 6 AMP	20 NOS

  
**PRINCIPAL**  
GOVT. POLYTECHNIC DHULE