



Govt. of Assam
OFFICE OF THE PRINCIPAL
JORHAT INSTITUTE OF SCIENCE & TECHNOLOGY
JORHAT – 785010, Assam
E-mail: principaljistnew@gmail.com

No.JIST/Quotation /2022-23/ 1257

Date-07/06/2022

Invitation of quotation for supply of Computer and Xerox Toner

Sealed Quotations are hereby invited by the undersigned for scrap items of Jorhat institute of Science and Technology, Jorhat as per Annexure-I. The filled quotations along with all the required document must reach in the office of the undersigned on or before 21st June 2022. The Envelope containing the quotation may be sealed and super scribed as under.

“Quotation for Computer and Xerox Toner”

Terms and conditions

- 1) The quotations received after this deadline & unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible. The offer Submitted Fax/Email shall not be considered, and no correspondence will be entertained in this matter.
- 2) Quotations must be on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized representative. In case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation.
- 3) Rates must be quoted in Indian rupees and as per the format specified taxes extra, if any, must be written separately.
- 4) No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
- 5) The rates quoted must be valid for 60 days minimum from the date of opening of the quotation and discretion of the tenderer on this issue shall be treated as agreed upon this condition.
- 6) Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
- 7) The firm/agency may satisfy the following conditions and attach self-attested copy of the same with the quotation:
 - a) Firm shall be registered with the Government of Assam / Central Government.
 - b) The firm shall have valid GST/Other taxes and IT PAN.
 - c) The firm should not be black listed by any Govt. Agency/Dept.
- 8) Payment will be in term of digital transfer.
- 9) Bidder must quote the product as per specification provided in Annexure-I.
- 10) The undersigned reserve the right to reject or accept part or whole of the tender without assigning any reason whatsoever. In case of any dispute the decision of the tender evaluation committee will be final & binding.

Principal


Jorhat Institute of Science and Technology,

Jorhat
PRINCIPAL
JORHAT INSTITUTE OF SCIENCE & TECHNOLOGY
JORHAT-10

Annexure-I

Details of Tonner required

Sl. No.	Make & Model	Rate per unit
1.	HP 30A	Rs.
2.	HP 88A	Rs.
3.	HP 12A	Rs.
4.	Cannon NPG 26	Rs.
5.	Cannon NPG 59	Rs.
6.	HP 680 (Black)	Rs.
7.	HP 680 (Color)	Rs.


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