

ENQUIRY FORM

DEPARTMENT OF PETROLEUM STUDIES
FACULTY OF ENGG. & TECH.
Aligarh Muslim University, Aligarh-202002

To,

R-4334/ce
10-2-28

No.Chairman/SZH (Bio Mass)/IPS/D: 3204

Dated: 09.02.2018

Dear Sir,

Please quote your lowest rates, allowing concessions given to Technical Institutions, if any, for the following article keeping in view the terms and condition overleaf, illustrations / specifications stating delivery time should be given in each case,

1. Quotation should reach this office on or before 23/02.2018 under sealed cover.
2. The envelope should be marked with enquiry number.
3. Kindly go through it carefully and submit the Quotation through Hardcopy and as well as a Scan signed copy with complete details.

S.No	Particular
1.	Printer All in One (Multifunction printer) Type: Laser printer (Monochrome) Function: Print, Scan, Copy Duplex printing Wifi Connectivity LCD/LED Display Make Brother, Model Name: Brother DCP-L2541DW Laser Printer
2.	Inverter: Pure Sine Wave 1100 VA (minimum) Warranty: 02 years (minimum) Make: Su-Kam / Luminous / Microtek
3.	Precision Balance (Laboratory Weighing Balance) Capacity: 05 kg (maximum) OR 03 kg (minimum) Least count / Readability : 0.01 gm Pan size : Standard size in rectangular shape (around 18 cm x 19 cm) or round shape (around 15 cm) Made up to Steel body Functions: External calibration, Tare, Leveling etc. LCD / LED Display

Conditions: Quotation must include the following otherwise it will be rejected.

- i. Rate should be quoted FOR Aligarh
- ii. If the Order is not complied with then the University will be requested to black list your firm
- iii. The validity of the quotation must be at least for 30 days
- vi. Please provide the Maximum discount possible to the Academic Institutions
- vii. 100% payment after installation at the site.
- viii. Goods must be supplied within 15 days, else the order shall be treated as cancelled The period of supply can be extended if so desired/cannot be extended.
- ix. Goods should be dispatch under Insurance at Supplier risk
- x. Warranty One year. Extra Charges to be paid if warranty required is for three year at site
- xi. Certificate in support of registration as supplier with Aligarh Muslim University or DGS & D or any central government organization must be enclosed with the quotation failing which it will not be considered.


Chairman

Email Id: hamid_ali54@rediffmail.com