ENQUIRY FORM

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

To
M/s..............................................................
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..............................................................

Chairman/IPS/D: 1948/Ext.  Dated: 11.05.2017

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. Quotation should reach this office on or before 23/05/2017 under sealed cover.

<table>
<thead>
<tr>
<th>S. No.</th>
<th>PARTICULARS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Please Quote for the Brother T700W All in One Printer with Ink Tank of following details.</td>
</tr>
<tr>
<td></td>
<td>Brand : Brother</td>
</tr>
<tr>
<td></td>
<td>Colour : Black</td>
</tr>
<tr>
<td></td>
<td>Item Weight : 10 Kg</td>
</tr>
<tr>
<td></td>
<td>Product Dimensions : 57 x 45.8 x 25 cm</td>
</tr>
<tr>
<td></td>
<td>Item Model number : DCP-1700</td>
</tr>
</tbody>
</table>

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 blacklist 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 30 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 risk/Owner's risk/ Supplier risk.

[Signature]

Chairman

[Stamp]

Dept. of Petroleum Studies
Aligarh Muslim University