

ENQUIRY FORM**DEPARTMENT OF ELECTRONICS ENGINEERING**

Z.H. College of Engg. & Tech., A.M.U., ALIGARH

Ref. No.ELC-1/ 2013-14/LX

Dated 08.02.2014

M/s.....

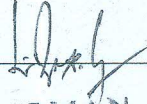
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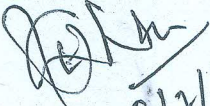
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Dear Sir,

Please quote your lowest rates allowing concessions given to Technical Institutions, if any, for the following article. Illustrations/specification, stating delivery time, should be given in each case. Quotation under sealed cover should reach this office within 07 days.

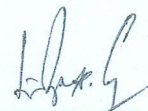
S.No.	Approximate quantity needed	Particulars
1.		Antivirus Kaspersky PURE 3.0 (One user and 5 users).
2.		Microsoft Office 2010.


CHAIRMAN
 Electronics Engg. Department
 A.M.U., Aligarh


 8/2/14

TERMS AND CONDITIONS

1. Goods are required to be dispatched **F.O.R. Aligarh** ex-godown /at site by Passenger Train/Goods Train /Parcel post.
2. Goods will be supplied in the name of the **Chairman** /Head of office
.....Aligarh Muslim University.
3. The Department has the right to accept the rates of some or all the articles required.
4. **The Department reserves the right to reject any or all the quotations without assigning any reason or to allot full or part of the supply to one or more firms.**
5. Payment shall be made against bill.
6. In case goods are not according to specification **the cost of returning them shall borne by the supplier.**
7. The goods have to be **supplied within**.....
8. The period of **validity of the rates** offered may be specified.
9. The quotations containing **uncalled** for remarks are likely to rejection.
10. **The firm registered with the Sales tax authority should mention Sales tax Registration No.** wherever applicable.
11. The **discount /rebate** admissible if any may be quoted.
12. The rate of Sales tax including surcharge along with concession admissible to educational Institution may be specified.
13. Other incidental charges **such as packing, forwarding insurance etc.** may be **indicated clearly.**



CHAIRMAN OF THE DEPARTMENT

CHAIRMAN

Electronics Engg. Department

A.M.U., Aligarh