

F.No.7/1(5)/2016-SD/S&S

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
SUTRADHARA DIVISION(S&S)

New Delhi, the 25th July, 2016

Name of the work: Purchase of 50 Nos. of Hard Disk – 2 TB Seagate 3.0.

Sealed item rate quotation are invited on behalf of Indira Gandhi National Centre for the Arts(IGNCA) from the authorized dealers/sub dealers for above work in the IGNCA Premises. The quotation shall be addressed in the name of Sh. R.K. Chopra, Consultant(S&S) IGNCA, 11, Man Singh Road, New Delhi and tender is submitted the in latest by 8th August, 2016 which will be opened on same day i.e. 8th August, 2016 at 4.00 PM.

The latest date of issue of quotation form and other details are shown in the table below:

S. No.	Description of item	Estimate cost of (Rs.)	Earnest Money	Cost of Quotation form	Latest date submitted the tender	Opening of tender in same day
1.	Purchase of 50 Nos. of external Hard Disk- 2 TB (Seagate 3.0)	4.5 Lac (Approx.)	10,000/-	Nil	8.8.2016 at 3.30 PM	8.8.2016 at 4.00 PM

(Vinod Rawat)
Section Officer(S&S)

Terms & Conditions:-

1. The supplier firm shall submit the photocopy of the authorized dealers /sub dealers.
2. The rate quoted by the firm shall be valid for a period of one year form the date of award of work and order will be placed on piecemeal manner subject to requirement of Centre. The contract shall have a **Repeat Order Clause**, to buy additional 100% quantity of the item within the rate validity period of one year under the Terms and Conditions of this Tender.
3. The firm has to supply the Tera Bite Hard disk as per request of the Centre within 24 hours of receipt of tender.
4. Only original 2 Tera Bite Hard Disk packing shall be supplied. If found defective the tera bite hard-disk will be returned to the supplier at their risk and cost. This will be in the addition to any legal action against them.
5. The EMD of Rs.10,000/- (Rupees Ten Thousand Only) payable through A/C payee Demand Draft/Banker's Cheque drawn by the firm in favour of 'Indira Gandhi National Centre for the Arts' at New Delhi, to be submitted alongwith quotations. Quotes received without EMD will not be consideration.
6. The item rate should be quoted in words and figure in the space provided for this purpose on the enclosed Annexure 'A' and it should be inclusive of all taxes.
7. Only duly signed and sealed quotation will be accepted and conditional quotation will not be accepted.
8. The IGNCA reserves the right to reject or accept any quotations without assigning any reason, on valid ground.

(Vinod Rawat)
Section Officer(S&S)

“ SCHEDULE OF QUANTITY ”

S.No.	Description of items	Qty.	Rate	Amount
1.	Purchase of 50 Nos. of External Hard Disk 2 Tera Bite Seagate 3.0	50 Nos.		
			Total:	

Rs.....

(Rupees
.....)

(Signature of tenderer)