



Guwahati Biotech Park

Technology Complex, IIT Guwahati

Guwahati- 781 039

Phone: + 91-361-2690228/229, Fax : 0361- 2690227

NIQ No.GBP/8.2.2/2013-14/...2321

21st February, 2014

TO

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Subject: Quotation for supply of Drum unit of Photocopier Machine: TOSHIBA E-STUDIO.

Dear Sir,


Guwahati Biotech Park invites sealed quotations from Authorized Dealers/distributors/suppliers for supply of Drum unit of Toshiba photocopier machine, Model: TOSHIBA E-STUDIO. The quotation in the format below should reach the office of the CEO, Guwahati Biotech Park within 1st March. 2014 within 3.30 p.m.

| Sl. No. | Particular | QTY | Amount (in Rs.) |
|---------|--|-----|-----------------|
| 1 | Drum unit of Photocopier Machine: TOSHIBA E-STUDIO, Model: ES-207. | 01 | |
| 2 | Add: VAT | | |
| 3 | Add: Door delivery charge if any | | |
| Total: | F.O.R., GBP price | | |

Terms & Conditions:

1. Vague terms like "packing, forwarding, transportation etc. extra" without mentioning the specific amount will not be accepted.
2. Validity of Quotation: Quoted rates must be valid for 45 days from the date of Submission of quotation.
3. Delivery: Maximum within 1 week from the date of issue of purchase order.
4. Payment: 100% Payment shall be made within 2/3 Weeks from the date of successful delivery & acceptance of goods generally through A/c payee cheque.
5. VAT: VAT Registration No. indicating also the TIN number of the firm must be clearly mentioned in the quotation. VAT deduction at source, as per Order/ notification of the Govt. of Assam will be applicable.

Thanking you,


Dinamoni Borah
Guwahati Biotech Park

Website: www.guwahatibiotechpark.com

e-mail: ceogbp@guwahatibiotechpark.com