



**CENTRAL INSTITUTE OF HIGHER TIBETAN STUDIES, SARNATH VARANASI**  
( Deemed University )

**~~Enquiry details Register~~**

Enquiry No. : CUTS/PPC/18-19-06

Dated: 04-12-2018

**Enquiry Notice**

Sub. : Quotation for below described Items.

Dear Sir,

You are invited to offer your lowest quotation for the following equipment/materials as per the terms and conditions given below and overleaf:

Sl. No.	Name of Items	Qty	UOM
1.	A Photocopier with 50CPM Capacity, ARDF, Double Tray, Toner Yielding_30000, Drum life_600000.	1	Nos.

**TERMS AND CONDITIONS**

- (a) The firms or supplier should submit their proper authorization of company.  
(b) Price quoted for the material/equipment shall be firm and valid for 60 days from the date of opening.  
(c) The material/equipment offered shall confirm to relevant Indian/International standards.
- Delivery shall be essentially:  
(a) At CIHTS Stores for local offers.  
(b) For Varanasi Railway Station for outstation offers.(for outstation offers approximate freight by Road/Railways by passenger/Goods train shall be indicated if the offer is not F.O.R. varanasi.)
- Rate offered must be for metric system of unit lengths or volume or weight.
- The Quotation shall be complete in all respects and the firms shall give the brand name offered by item in the quotations. Wherever applicable, technical literature may please be enclosed along with tender.
- CIHTS reserves the right to increase the quantity mentioned in this enquiry and CIHTS reserves the right to split this tender and place order on one or more tenderers and right to reject partly or completely and tender without assigning any reasons thereof.

**Note:**

Last date of receiving quotation is 20-12-2018 upto 3.30 p.m. The tender will be opened at 3.30 p.m. on the next working day. Please submit your quotation in duplicate in sealed cover super scribing the Tender Enquiry number and date.

Sd/-  
**Authorized Signatory**