

**Central Purchase Office
Aligarh Muslim University
Aligarh.**

TENDER NOTICE

Sealed tenders on the prescribed format are invited from the reputed firms/manufacturers/distributors/authorized dealers for printers latest by 16.06.2011 till 4.00 PM. at the Central Purchase Office, AMU., Aligarh.

Interested parties may visit at the AMU website www.amuregistrar.com to obtain the details and tender form.

Deputy Finance Officer
Central Purchase Office

CENTRAL PURCHASE OFFICE
ALIGARH MUSLIM UNIVERSITY , ALIGARH-
202002
TELEPHONE NO.0571-2701327
Web site: www.amuregistrar.com

TENDER NOTICE

Sealed tenders on the prescribed format are invited from the reputed firms/manufacturers/distributors/authorised dealers for the supply of Printers.

The prescribed format (non-transferable) alongwith the description of the material required and also other terms and conditions are given below the tender notice.

Each tender should be accompanied EMD 3% (Refundable) of the quoted value of items through D.D. in favour of the Finance Officer, AMU, Aligarh payable at Aligarh failing which the tender will not be accepted.

Tender will be accepted up to 4.00 PM by 16.06.2011 and opened on 18.06.2011 at.12.00 Noon in the presence of tenderers or their representatives.

Deputy Finance Officer
Central Purchase Office

CENTRAL PURCHASE OFFICE
ALIGARH MUSLIM UNIVERSITY
ALIGARH.

TENDER FORM

NAME OF THE
FIRM.....

ADDRESS.....
.....

TELEPHONE
NO.....

01. Tender Cost Rs.500/- (Non Refundable) D.D.
No.....dated.....

02. EMD 3% (Refundable) of the quoted rates of the items through
D.D. No.....dated.....amount Rs.....in favour
of Finance Officer AMU, Aligarh.

Specification of printer

Sl.No.	Make/Model	Approximate Qty.	Quoted Unit Price in Rs.
01	WeP Printronix Line Matrix Printer P7-1500N with Network Card	01	
02	WeP Printronix Line Matrix Printer P7-1500QN with Network Card	01	
03	Wep Printronix Line Matrix Printer P7-1000N with Network Card	01	
04	WeP Printronix Line Matrix Printer P7-1000QN with Network Card	02	

Signature & Seal of the Vender
Contract No.....

Terms & condition if any

INSTRUCTION TO SUPPLIER/TERMS & CONDITIONS

1. Tenders supported with manufacturer's price-list alongwith their literature, if any, must be properly sealed in envelop/cover and addressed to the Deputy Finance Officer, Central Purchase Office, AMU, Aligarh. The envelope be super scribed tender for the item(s).....
2. Delivery will be made within the stipulated period as mentioned in the supply order and F.O.R. destination.
3. Supply should strictly be in accordance with the Specification given in the supply order. The articles not found according to the specification or are or are damaged, will not be accepted and the supplier will be liable to remove the same from the University Campus, otherwise, University will not be responsible for safe custody of it. The cost of return shall be borne by the supplier.
4. Either failure to execute the supply within stipulated period or sub-standard supply, the University will have the right to black list such supplier.
5. Supply of goods after the stipulated period a regular sanction of extension of the period by the competent authority is necessary.
6. Any increases in the rate during the course of supply shall not be acceptable.
7. The incidental expenses such as; package, carriage, railway freight, forwarding and insurance etc. will be borne by the firm/supplier.
8. Payment shall be made against bill which should be forwarded in triplicate.
9. Guarantee/warranty period should clearly be mentioned.
10. Free service after sale should be ensured during warranty period.
11. Maximum rebate/discount to the Educational Institutions, if any may be mentioned.
12. Rate quoted should be net after allowing all discount and inclusive of all Taxes/VAT etc.
13. All disputes will be settled in Aligarh Court only.
14. The tenders will be accepted from only those suppliers who have valid TIN/S.T. numbers and the copy of the same may also be submitted with the tenders.
15. Tender should be accompanied by EMD 3% of the quoted value of the items through D.D. in favour of Finance Officer AMU, Aligarh. **DUCUMENTS UNACCOMPANIED BY EARNEST MONEY SHALL BE OUT RIGHTLY REJECTED.**
16. Tender must reach in the Central Purchase Office, AMU, Aligarh on or before 16.06.2011 by 4.00 PM.
17. Tenders shall be opened at 12.00 Noon on 18.06.2011 in the Central Purchase Office in the presence of the tenderers/representatives of the firms.
18. The University reserves the right to accept or reject all or any of the tenders without assigning any reason.
19. **PREFERNCE WILL BE GIVEN TO THE COMPANIES APPLYING DEIRECTLY.**

Deputy Finance Officer
Central Purchase Office