

MEDICAL SUPERINTENDENT OFFICE GURU GOBIND SINGH HOSPITAL, FARIDKOT



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No. MSO/Pur/2023/6364

Date:- 22/8/23

IT Cell
BFUHS, Faidkot (For uploading on university website)

Sub:- Quotations for Purchase of Laserjet Printer (Canon 2900B).

Sealed quotations are invited for purchase of following items on the terms & conditions mentioned below:-

Sr.No.	Name of the item & Specifications	Quantity Required
1	Laserjet Printer (CANON 2900 B)	04 pc

Terms & Conditionsc :

- Payment : The payment of the material shall be released through RTGS/Cheque after satisfactory inspection report of the material by the Institution Inspection Committee.
- F.O.R : General Store, GGSMH, Faridkot.
- Rate : 1. Taxes (as applicable), if any, be mentioned separately in the quotation.
2. The rates of taxes, be charged as per prevailing Govt. Notified Schedule.
- Quantity/Item : Quantity may increase or decrease.
- Others : 1. The firm should have PAN No, GST No and Bank Account No.
2. The material should be as per mentioned specifications only.
3. The final decision of branded item would be reserved to consumer/concerned deptt.
- Expiry : The material shall have maximum shelf life, where ever applicable.
- Warranty/guaranty: Warranty/Guaranty of the item should be specified separately by the company if any.
- Bank Details : Bank details/RTGS details shall clearly be mentioned.

Note: Quotations received after due date will not be entertained and no communication in this regard will be done.

Quotation should be submitted on the Letter Head of the company duly dated/signed and stamped.

You are therefore requested to quote your lowest rates of above items and submit Quotations addressed to "**The Medical Superintendent, Guru Gobind Singh Medical Hospital, Faridkot (Punjab)**". The words "**Quotations for Purchase of Laserjet Printer (CANON 2900 B)**" may please be inscribed on top of the envelope.

The Medical Superintendent reserves the right to reject the quotations without assigning any reason.

The sealed quotations should reach this office on or before 12/4/2023 by 5.00 PM through **Registered/Speed Post/Traceable Courier** only.


Medical Superintendent