# TATA INSTITUTE OF SOCIAL SCIENCES

**RE-IMAGINING FUTURES**

**Mumbai 400088.**

## ENQUIRY

| | |
|---|---|
| To:<br><br>PRESS<br>PRESS | **Enquiry No** : TISS/PUR/90/18 |
| | **Our Email ID** : dilip_p@tiss.edu |
| | **Date** : 07-08-2018 |
| | **Due Date** : 14-08-2018 |
| | **Our Tel No** : |
| | **Mob No** : |

Dear Sir/Madam,

You are requested to submit your sealed quotation in the following format superscribing "Quotation for TISS/PUR/90/18", in company's letter head to the Section Officer, Purchase & Stores Section, Tata Institute of Social Sciences, Sion Trombay Road, Deonar, Mumbai. The last date for submission of quotation is on or before 14-08-2018 on any working days between 10:30 a.m. & 5.30 p.m.

| Sl.No | Description of Items (Please Quote along with Specifications or full details of the equipments) | RATE (Rs.) | PER QTY. | TOTAL QTY REQUIRED. | AMOUNT (Rs.) |
|---|---|---|---|---|---|
| 1 | LAPTOP<br>DELL LATITUDE 3480,<br>PROCESSOR I5 7200U, 8GB DDR4 RAM,<br>1 TB HDD, 14" SCREEN,<br>3 YEARS NBD-OEM WARRANTY | | | 1 EACH | |
| **a.Add: Sales Tax:** | | | | | |
| **b.Add: Resale Tax:** | | | | | |
| **c.Add:VAT@ %** | | | | | |
| **d.Add:Excise Duty :** | | | | | |
| **e.Add: Swacha Bharat Cess:** | | | | | |
| **f.Add: Krishi kalyan Cess:** | | | | | |
| **g.Add: Krishi kalyan Cess:** | | | | | |
| **h.Add: Service Tax:** | | | | | |
| **i.Add: GST:** | | | | | |
| **j.Add: Any Other:** | | | | | |
| **TOTAL (Rs.)** | | | | | |
| **Warranty:** | | | | | |
| **Payment Terms:** | | | | | |

**Less :** Discount if any (for Educational Institute)

SEAL AND STAMP
OF THE ORGANISATION

Yours faithfully

**Section Officer(Purchase & Stores)**

7/8/18

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| TERMS AND CONDITIONS | |
|---|---|
| 1 | FREE DELIVERY AT THE INSTITUTE'S PREMISES IN MUMBAI CAMPUS |
| 2 | PRICES SHOULD BE INCLUSIVE OF GST IN PERCENTILE |
| 3 | PLEASE PROVIDE GST NUMBER AND NEFT CODE WITH BANK DETAILS |
| 4 | BREAK UP OF INDIVIDUALS COST OF ITEMS SHOULD BE PROVIDED |
| 5 | IF ANY HIDDEN CHARGES, KINDLY SPECIFY. THIS INCLUDES MENTIONING INSTALLATION CHARGE ALSO AND PRODUCT SHOULD BE INSTALLED |
| 6 | QUOTATION SHOULD BE VALID FOR SIX MONTHS<br>QUOTATION WILL BE OPENED ON THE NEXT WORKING DAY OF DUE DATE AT 11.00 HRS |
| 7 | PAYMENT WILL BE INITIATED AFTER 30 DAYS FROM THE DATE OF INVOICE. |