



भारतीय प्रबंध संस्थान तिरुचिरापल्ली  
Indian Institute of Management Tiruchirappalli  
(An Autonomous Institute under Ministry of HRD, Government of India)  
Tiruchirappalli - 620 024, Tamil Nadu, India

Ref. No. IIMT/2019-20/QUO/Pur/MPDP/1

January 09, 2020

**Sub: Quotation for supply of Multipurpose duplex printer- Reg**

Dear Sir / Madam,

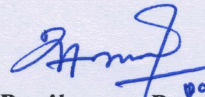
You are requested to quote your lowest rate for the items as per brand and specifications mentioned below:

Sl. No	Description	Qty	Rate Per Unit	Total Amount
1	Supply of Multipurpose printer <b>Specification:</b> 1. Duplex printer with scanning and copier facility. 2. <b>Make:</b> HP/ Canon	02 Nos		
Total Amount				
GST@____%				
Grand Total				

**Terms & conditions:**

1. The above cost should be inclusive of GST, Packing, forwarding and delivery charges. GST should be quoted separately.
2. Delivery at:  
Indian Institute of Management Tiruchirappalli  
Trichy Pudukkottai High way  
Chinna Sooriyur, Tiruchirappalli – 620 024
3. Brand and specifications mentioned in the quotation should be same.
4. Tax will be deducted as per the rule in force.
5. The product should cover minimum of one-year warranty from the date of installation.
6. Any legal disputes that may arise shall be subject to the jurisdiction of Madurai Bench of Madras High Court.
7. GST No of IIM Tiruchirappalli is **33AAAAI5004R1ZO**
8. **Delivery:** within 15 days from the receipt of Purchase order. If the agency/firm fails to deliver within the delivery period, the purchase order may be cancelled.
9. **Payment:** After installation and within 25 days from the date of receipt of the Invoice/Bill.
10. The vendor should be a GST registered vendor and GST Number should be mentioned in the quotation.

Quotation should be submitted in the sealed cover superscribing “**Quotation for supply of multipurpose duplex printer**” addressed to, “The Chief Administrative Officer (i/c), IIM Tiruchirappalli, Pudukkottai Main Road, Chinna Sooriyur Village, Trichy – 620 024, Tamil Nadu to reach us on or before **3.00 PM, 31<sup>st</sup> January 2020.**

  
Ravikumar R 09/01/2020  
Administrative Officer (A, S&P)