

C MATHIVANAN  
Controller of Purchase

## **vuqns**

1 d`i;k vius nj] fcuk vksoj jkbfaVx@dkVs&NakVs vad ,oa 'kCn esa m)`r djsa vkSj fufonk lanHkZ la[;k] fu/kZkfjr frfFk  
 ,oa fufonkdkj ds uke rFkk irk fyf[kr nks izfr;ksa esa eqgjcan izLrko fopkjFkZ izLrqr djsa A

2 QSDI@bZ&esy ls fufonk Lohdkj ugha fd;s tk,axs A

3 fof/k ekU;rk % Hkko bl iwNrK dh rkjh[k ls 90 fnu ;k vf/kd le; rd fof/kekU; gksus pkfg, A

4 IEiw.kZ cSad 'kqYd ;fn dksbZ gks] rks vkids }kjk ogu fd;k tk,xk A

5 vnk;xh % gekjs vnk;xh dh 'krZ gksxh] gekjs Hk.Mkj ij lkexzh dh izkfIr rFkk Lohd`fr dh rkjh[k ls 30 fnuksa ds  
 Hkhrj iwjh dher vnk dh tk,xh A

6 dher 'krZs % vki }kjk Hksts x, eky xUrO; LFkku rneykiYyh ij fu%'kqYd lqinZxh ds vk/kkj ij gksuk pkfg, A

7 dj % dj pqaxh] mRiknu 'kqYd vkfn dh fuf'pr nj tgWk olwyh ;ksX; gks vyx vyx fn[kkuh pkfg, vU;Fkk ckn esa ,slh olwfy;ksa ds noksa ij fopkj ugha fd;k tk,xk tc rd fd ;s fQj ls u yxkbZ tk;sa A

8 ek++=k % blesa nh xbZ lkeku dh ek=k dsoy vuqekfur gSa A dzsrk blesa nh xbZ iwjh ek=k ds fy, vkns'k nsus ds fy, ck/;  
 ugha gS A ;fn m+)`r dher vakf'kd ek=k ij ykxw u gks rks ,slk fy[ksa A

9 uequk % vxj uewus eakxs tk,a rks fcuk fdLh izHkkj ds nsus gksaxs vkSj bUgsas fufonk nkrk dks ykSVk;k tkuk vko';d ugh gksxk A

10 lqinZxh % iqfyHksunqyk esa bls vkl ikl vofLFkr iwfrdRrZkvksa dks gekjs Hk.Mkj rneykiYyh ij lqinZxh ds Hkko nsus pkfg, A

11 dzsrk dks dksbZ Hkh fufonk fcuk dksbZ dkj.k crk;s jn~n djus rFkk iwNrK fd;s x, ek=k ls de ds fy, dz; vkns'k nsus dk vf/kdkj gS A

12 izpkfyr ljdkjh ifji= ds vuqlkj izkFkfedrk nh tk,xh A

### **Instructions**

- 1 Please quote your rate in figure and word without overwriting/cutting and submit your sealed offer in duplicate for consideration duly super scribed with tender reference no.,due date and bidder name and address.
2. FAX/e-MAIL offer will not be accepted.Offer should be send through registered/speed post/courier(DTDC or Professional )
3. Validity : Your quotation should be valid for 90 days or more from the due date of the enquiry.
4. Entire bank charge, if any will be borne by you.
5. Payment: Our terms of payment will be full value to be paid within 30 days from the date of receipt and acceptance of materials at our stores.
6. Price terms: Your quotation should be on the basis of F.O.R destination Tummalapalle central stores.
7. Taxes: Specific rates of taxes,octroi,excies duty etc. where leviable should be shown separately otherwise claim of such levies will not be entertained later or unless they are newly levied.
8. Quantity: Quantity or stores indicated herein in approximate only and the purchaser is not bound to order of the full quantity. if the price quoted does not apply for part quantity it should be stated so.
9. Samples: samples, if called for , shall be submitted free of all charges and the same may not be returned to the tenderer.
10. Delivery: Supplier located in and around Pulivendula should quote F.O.R. delivery at our stores at Tummalapalle.
11. The Purchaser reserves the right to reject any tender without assigning any reason and the order for less than the enquired quantity.
- 12 Purchase preference will be applicable as per Govt. circular in vogue.