



भारतीय प्रबंध संस्थान तिरुचिरापल्ली
Indian Institute of Management Tiruchirappalli
(An Institute of National Importance, Ministry of HRD, Government of India)

तिरुचिरापल्ली - 620 024, तमिल नाडू, भारत
Tiruchirappalli - 620 024, Tamil Nadu, India

Ref. No. IIMT/2020-21/QUO/Pur/WC/SP/HS/17

September 21, 2020

Sub: Quotation for supply of Web Camera, USB Speaker & Headset– 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 | Total Amount (Rs.) |
|-----------------------------------|--|---------|--------------------|
| 1 | Web camera with Inbuilt Mic Make: Logitech / Microsoft / HP | 05 Nos. | |
| 2 | Multimedia USB Speakers Make: Logitech / Creative / HP | 22 Nos. | |
| 3 | Headset Make: Sennheiser PC3 / Logitech H110 / Logitech H111/ Logitech H151/ Sony / JBL / HP Boom Mic Headset 150 | 15 Nos. | |
| GST@ _____ % | | | |
| Total amount including GST | | | |

Terms & conditions:

1. The above cost should be inclusive of GST and delivery charges. GST should be quoted separately.
2. Delivery at:
Stores and Purchase Department, 2nd Floor of Admin Block,
Indian Institute of Management Tiruchirappalli, Trichy- Pudukkottai High way,
Chinna Suriyur, Tiruchirappalli – 620 024.
Contact: Email: purchase@iimtrichy.ac.in | Phone: 0431 – 2505121/22
3. *The vendor should quote the rate for all the items, failing which the quote will not be considered for further evaluation.*
4. Tax will be deducted as per rule in force.
5. Any legal disputes that may arise shall be subject to the jurisdiction of Madurai Bench of Madras High Court.
6. GST Number of IIM Tiruchirappalli is **33AAAAI5004R1ZO**
7. **Warranty:** Minimum one year from the date of supply of materials and submission of Invoice/ Bill.
8. The brand and specifications mentioned in the quotation should be same
9. Delivery: within 10 days from the receipt of Purchase Order. If the agency/firm fails to deliver within the delivery period, the purchase order may be cancelled.
10. **Payment:** 25 days from the date of delivery of items along with submission of Invoice / Bill.
11. 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 super scribing “**Quotation for supply of Web Camera, USB Speaker & Headset**” addressed to, “The Chief Administrative Officer (i/c), IIM Tiruchirappalli, Trichy Pudukkottai Highway, Chinna Suriyur, Trichy – 620 024 to reach us on or before **3.00 PM, 13th October 2020.**


R. Ravikumar

Administrative Officer (A, S&P)