

PRASAR BHARATI
INDIA'S PUBLIC SERVICE BROADCASTER
DOORDARSHAN KENDRA;KOLKATA

No.DDK-Kol-TV-47(1)/2018-19/A.VI

Dated 26.08.2019.

To,

SUBJECT : ANNUAL MAINTENANCE CONTRACT FOR DESKTOP COMPUTERS AND
PRINTERS WITH SPARES

Dear Sir,

Please furnish your QUOTATION" for the sanctioned in the enclosed form.

The quotation should be sent in a sealed cover addressed to the Dy. Director General (E) of Doordarshan by name so as to reach him on or before 06.09.2019 The cover should be superscribed with following details :

- a. Materials for which "Quotation" are enclosed.
- b. Reference to letter of enquiry.
- c. Due date of opening "Quotation"
- d. Trade license (Xerox)
- e. GST (Xerox) f. PAN Card (Xerox)

The "Quotation" will be opened in the office of the Dy. Director General (E) of Doordarshan at 3.00 PM on 06.09.2019 the presence of such Tenderers or their agents as may choose to attend.

Yours faithfully,



(Tapash Dutta)

Assistant Engineer(Admn.)
For Dy. Director General (E)

QUOTATION FOR SUPPLY

Last date of receipt of Quotation _____

Office of the Dy. Director General, Doordarshan Kendra, Kolkata

Sl. No	Description of Materials	Qty.	Rate	GST	Period of delivery
01	Desktop computers (With Spares)	Nos. 36 (Thirty Six)			
02	Laserjet Printers (with Spares)	Nos. 19 (Nineteen)			
03	Deskjet/Inkjet (with Spares)	Nos. 15 (Fifteen)			

Firms "QUOTATION No. _____ Signature _____ Name of Firm _____
Period of validity of Tender _____ Date _____ Full Address with Rubber Stamp.

1. Free delivery of this office should be arranged otherwise deliver charge should be specifically state.
2. Samples/leaflets given details should accompany quotations.
3. The counter of origin/Manufacture of material offered should be stated.
4. for other conditions please see the attached sheet.


26/02/19

Tapash Dutta
Assistant Engineer(Admn.)
adsFFor Dy. Director General(E)