



SPEED-POST

भाकृअनुप - राष्ट्रीय पशुरोग जानपदिक एवं सूचना विज्ञान संस्थान

ICAR-National Institute of Veterinary Epidemiology and Disease Informatics

भारतीय कृषि अनुसन्धान परिषद, रामगोंडनहल्ली, येलाहंका, बेंगलुरु - 560064

ICAR Campus, Ramagondanahalli, Post Box No:6450, Yelahanka, Bengaluru - 560064

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F. No. 5-419/P&S/NIVEDI/2016-17/4321-4342

Date:01-02-2017

Sub:- Quotation for MS Office Software (Single user CD)-reg.

Dear Sirs,

National Institute of Veterinary Epidemiology and Disease Informatics (ICAR-NIVEDI) is a public funded Research Organization under Indian Council of Agricultural Research, Department of Agricultural Research and Education, Ministry of Agriculture and Farmers Welfare, Government of India.

2. The Director, ICAR-NIVEDI, Bengaluru invites quotations for supply of following items:

SI. No.	Description	Qty
1.	MS Office Software (Single user CD) Home & Business version 2016	10 Nos

3. Rates may be quoted with full specifications/ product brochures etc and **date of delivery of the article actually required. Applicable tax & duties may be shown separately.** The purchaser will not pay separately for transit insurance and the supplier will be responsible until the entire store ordered to arrive in good condition at destination. Quotation in which transit insurance has been specified as an additional item of expenditure may not be considered. Please confirm in your quotation that you will not charge transit insurance as separate item of expenditure.

4. The firm must possess valid TIN No., PAN No. and Service Tax registration number, Authorised dealership certificate and a copy of the same must also be enclosed with the quotation, failing which quotation is liable to be rejected.

5. Bid should be valid for 90 days

6. No advance payment will be allowed for supply of the item, however the payment will be made on bill basis within 30 days from the date of satisfactory supply of the material.

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7. Payment will be released through internet banking only. The details of bank account etc as per Annexure-I may be provided.

8. THE SEALED QUOTATIONS SHOULD INVARIABLY BE MARKED ON THE TOP AS "ENQUIRY F. No5-419/P&S/NIVEDI/2016-17 dated 01.02.2017 DUE FOR **OPENING ON 16-02-2017** WHICH IS ADDRESSED TO THE DIRECTOR, ICAR-NATIONAL INSTITUTE OF VETERINARY EPIDEMIOLOGY AND DISEASE INFORMATICS (NIVEDI), RAMAGONDANAHALLI, YELAHANKA, P.B.NO.6450, BENGALURU-560 064. **LAST DATE FOR RECEIPT OF QUOTATION IS UPTO 16.00 HRS ON 15.02.2017.**

Yours faithfully,

Asst. Admn. Officer

(to be printed on the letter head of the firm)

ANNEXURE-1

DETAILS OF FIRM

1. Name of the firm	
2. Registered/Postal Address	
3. Permanent account No.(PAN)	
4. Service Tax Registration No.	
5. VAT registration No	
6. Bank details	
a) Bank name	
b) Address of bank	
c) Account No.	
d) Type of Account(Current/Savings)	
e) MICR No.	
f) RTGS/NEFT Code	

Date:.....

Name of the Authorized Signatory

Place:.....

Stamp & Signature