

भारत सरकार
विदेश मंत्रालय

क्षेत्रीय पासपोर्ट कार्यालय
बेंगलूर



GOVERNMENT OF INDIA
MINISTRY OF EXTERNAL AFFAIRS

REGIONAL PASSPORT OFFICE
BANGALORE

BNG/5(1)AD/91-A

27/09/2017

Invitation of Quotation

To

Quotation Ref: BNG/5(1)AD/91-A
Quotation Issue Date: 28/09/2017
Quotation Closing Date: 11/10/2017

RPO, Bengaluru is interested in procuring 3 nos. of 6 Roller 2X2 heating assembly lamination machines for lamination of passports for this office.

Terms of Quotation

1. Please quote ordinary unit price for supplying the equipments together with the discount for purchase and warranty/guaranty period .
2. Suppliers are invited to fill in the attached quotation form and submit it in an envelope superscribed with "Quotation for 6 Roller 2 X 2 heating assembly lamination machines for lamination of passports" at Regional Passport Office, 80 Feet Road, 8th Block, Kormangala, Bengaluru-560095, Karnataka by speed post or send it by fax to fax no. 080-2570124 or send it by email to email id – rpo.bangalore@mea.gov.in
3. Quotations must be submitted or faxed on or before the quotation closing date as shown above. Quotations received after the closing date will not be entertained.
4. The quotations submitted should be inclusive of all type of taxes, otherwise it will be assumed that the quotations are inclusive of all type of taxes.
5. The delivery time should include installation/integration & on site support of the system from the date of receipt of purchase order and delivery time should be within 10 days from the date of issue of purchase order.
6. Any amendments to the rates offered or description given must be signed by the authorised signatory.
7. The suppliers or their staff shall not offer any advantage to any RPO employees in connection with this quotation exercise or the supply of lamination machines in question. If the suppliers or their staff are found to have offered any advantage to RPO employees in connection with this quotation, the Regional Passport Officer, Bengaluru reserves the right to invalidate the suppliers quotations or terminate the contract concerned without entitling the supplier to any compensation.
8. The payment will be made within 30 days of installation of lamination machines at this office & subject to their proper functioning.


(Bharat Kumar Kuthati)
Regional Passport Officer

Proforma of Quotations
(To be furnished in Supplier's Original Letter Head)

Ref No.

Date

To
The Regional Passport Officer,
80 Feet Road, 8 th Block
Kormangala, Bengaluru-560095
Karnataka

Sub: Quotation for 3 nos. of 6 Roller 2 X 2 heating assembly lamination machines for lamination of Passport

I offer my quotation for purchase 3 nos. of 6 Roller 2X2 heating assembly lamination machines for lamination of passport as below.

1. Name of the Firm/Company :
2. Name of the Authorised signatory :
3. Address :
4. Contact No. :
5. Email Address :

Quotation Details

Description of Device`	
Minimum Quantity	
Manufacturer/Model	
Unit Cost	
Taxes	
Unit Cost (Including Taxes)	
Delivery charge	
Installation charge	
Total Cost including Delivery and installation	
Delivery Schedule	
Payment Terms	
Warranty and AMC	
Other Terms and Conditions	

I/We, the undersigned, hereby agree to supply the machine at the price and under the terms and conditions shown above, subject to and in accordance with the Terms of Quotation shown in this invitation Document.

Yours faithfully,

Signature of tenderer
with seal & date
Name
Address