



भा.कृ.अ.प.-केन्द्रीय भेड़ व ऊन अनुसंधान संस्थान  
ICAR-CENTRAL SHEEP & WOOL RESEARCH INSTITUTE  
अविकानगर (तहसील-मालपुरा जिला टोंक) वाया : जयपुर राजस्थान (भारत) 304501  
AVIKANAGAR (MALPURA DISTT. TONK) RAJASTHAN (INDIA) 304501



दुरभाष:01437-220177  
फैक्स- +91-1437-220163  
ईमेल:-purchaseswri@gmail.com

Registered/email  
Date 27-06-2018

F.No.6(208) SP/2015/ 893  
M/s Alka Corporation,  
F-9, 1st floor Raisa Plaza,  
Indra Bazaar Jaipur

Sub.:-- Supply of Xerox Drum Cartridge and printer Cartridge regarding.

Ref.:-- your Quotation No. Q-20 dated 28-05-2018  
Institute's GST No.08AAALC1190R1ZT  
Dear Sir,

With reference to you're above cited and reference(s) I am to inform that your rate(s) shown below is/are approved. You are now requested to supply the following stores/materials as per terms and conditions mentioned below: -

S.N	Name of Item	Rate per no.	Qty.	Total Amount
1.	Xerox Drum Cartridge WC 5020	12300.00	05	61,500/-
2.	HP Deskjet Printer 1050 Cart. 802 Black	625.00	02	1,250/-
3.	HP Deskjet Printer 1050 Cart. 802 colour	945.00	02	1,890/-
4.	Canon Cartridge 303 Black	4040.00	02	8,080/-
5.	Canon Cartridge 331 Black	4280.00	05	21,400/-
6.	Canon Cartridge 331 Cyan	4615.00	05	23,075/-
7.	Canon Cartridge 331 Yellow	4615.00	05	23,075
8.	Canon Cartridge 331 Magenta	4615.00	05	23,075
9.	Canon Cartridge FX9 Black	4130.00	03	12,390/-
10.	Xerox Toner Bottle CW 5020	1000.00	10	10,000/-
GST				Included
Total Rs.				1,85,735/-

Note:- Please inform about date and time of supply of these Items to us on contact above mention or e-mail Purchaseswri@gmail.com

**Terms & Conditions:-**

- DELIVERY:** At G.H. Jaipur within 30 days .if you are not able to deliver in the prescribed time limit please information to us immediately on above contact and e-mail address
- GST applicable as per Rules.**
- PRICE:** The above prices are including of SGST and CGST. No FORM "C or D" WILL BE ISSUED.
- CONSIGNEE:** The Director Central Sheep & Wool Research Institute, Avikanagar, Malpura Distt. Tonk (Rajasthan)
- DESPATCH:** Road Transport/Post parcel V.P.P. Freight prepaid by the consignor book the material/good to Avikanagar.
- PACKING:** Packing list giving full particulars with quantity of the Items contained must be placed immediately below the cover of package. Our purchase order number should be marked in large letters indelibly on a prominent place on the packing case(s) as well as on packing list/slip.
- TRANSPORT RECEIPT:** Transport Receipt to be forwarded to the consignee by Registered Post immediately after dispatch of ordered material otherwise the demurrage/warfare (if any) will deducted from the supplier's bill without making any reference.
- BILL:** Pre-receipted bill (in triplicate) duly supported by relevant original cash receipts for packing forwarding freight insurance customs excise duty etc. (if any) and payable by this institute may be sent to the consignee. Please mention your institute GST No.on the bill .
- PAYMENT:** Payment will be made within 30 days after satisfactory Supply of items etc through Bill Basis .
- Liquidated Damage:** If any time during the performance of contract, the supplier encounters conditions hindering timely delivery of the goods, the supplier shall promptly inform the purchaser in writing the fact of the delay and likely duration of the same. After receipt of supplier's communication, the purchaser shall decide as to whether to cancel the contract for the un-supplied portion after the existing delivery period, or to extend the delivery period suitably by issuing in amendment to the contract. If the supplier fails to deliver the goods and/ or perform the services within the contractual delivery period for reasons other than circumstances beyond supplier's control (which will be determined by the purchaser) and the purchaser extends the delivery period, the purchaser will also deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% (half per cent) of the delivered price of the delayed goods or unperformed services for each week of delay or part thereof until actual delivery or performance. The maximum limit of such deduction will, however, be 10% (ten percent) of the contract price of the delayed goods or services).
- Certificate to the following effect may also be recorded on the body of the bill.  
Certified that the goods on which SGST and CGST has been charged have not been exempted under the Central or State Tax Act and/or the Rules made there under and the charges on account of SGST and CGST on the goods are correct under the provisions of the relevant act or the Rules made there under. Certified further that we M/s \_\_\_\_\_ are registered as dealers in the state of \_\_\_\_\_ and our registered numbers for the purpose of SGST and CGST are i) Central \_\_\_\_\_ (ii) State \_\_\_\_\_
- This Institute reserves the right to reject the stores/suppliers in part or in full covered in this order at any stage prior to payment, if they are not according to the specification. Part supplies against this order will not be accepted unless otherwise agreed.
- Acknowledgement receipt and confirmation of this order should be sent by return post/e-mali
- In case of contact Item A certificate may be affix by the firm on the bill that rate charged are as per manufacture prices/list contract entered rates.

**Note: Please send the following Bank details along with Bill for e-payment**

Bank Account No.....Bank's Name:..... Branch Code No.:..... SWIFT/IFSC Code No.: .....

Yours faithfully,  
  
(Harshit Agarwal)  
Administrative Officer (Purchase)