



Sub :- Inviting quotations for purchasing of Black Magic design Decklink Studio 4K Card - Reg.

Sir,

This office is interested to purchase of 100 Black Magic design Decklink Studio 4K Card as per the specifications given below and invite your quotation.

S. No.	Description of Items & Specifications	Qty.	Rate	Place of Delivery
1.	Black magic design Decklink Studio 4 K Card with Breakout Cable.	1 No.	-	DDK, Hyd

The Materials should be supplied to DDK, Hyderabad (Engineering Stores)

1. Our **GST** Registration No: **36AAAJP0288R2ZF**
2. **HSN Code** in bill is compulsory and our **GST No.** is also necessary in the bill.
3. The quotation should specifically mention delivery date, make, terms and conditions of supply. The prices should be firm and given as under
 - (a). Prices quoted should be for F.O.R. Station of destination and inclusive of charges as packing, customs etc., wherever is applicable i.e. the place of delivery.
at Doordarshan Kendra, Ramanthapur, Hyderabad.
4. Payment will be made by through on line payment in the name of the firm.
 - a). PAN/ GST number must be mentioned.
5. The quotation should be sent in a sealed cover addressed to the undersigned, by name, so as to reach on or before **26-02-2018 at 2.30 P.M.**
THE COVER SHOULD BE SUPERSCRIBED WITH THE FOLLOWING :
 - (a). Material/ works for which quotations are enclosed.
 - (b). Reference to letter enquiry.
 - ©. Due date of opening quotation.
6. The date should be extended the quotations will be opened in this office **at 3.00 PM on 26-02-2018** in the presence of tenderers or their agents such as they may choose to attend.
7. Quotations not properly superscribed will not be considered.
- 8.. The quotations submitted should remain open for acceptance for a period of ninety days from the date of opening.
9. Please indicate in your quotation, your permanent Income Tax Account Number and Income Tax Circle.
- 10.. **RIGHT OF ACCEPTANCE** : The undersigned reserves the right to reject the lowest tender or all the tenders without assigning any reasons whatsoever. Further, the undersigned reserves himself the right for decreasing the quantity of materials tendered depending upon the actual requirements. The unit rate quoted on the tender shall be applicable for the quantity for which the order is placed.
- 11 Validity : Quotations should be valid for 90 days.
- 12... Delivery Period : Should be with in a week from date of receipt of the order.

Yours faithfully,

(E. AMRU),
ASST. DIRECTOR (E),
For Dy. DIRECTOR GENERAL