



**GOVERNMENT POLYTECHNIC, KHAMGAON**

**WINNER OF ISTE-NARSEE-MONJEE AWARD-2000**

**Jalamb Road khamgaon Dist-Buldhana web:gpk.edu.in**

Enquiry Letter

GPK/GYMKHANA/2023-24/1793

Date: 01/08/2023

To,

Uploaded on Institute website/List of Supplier

"http://www.gpk.edu.in"

Subject:- Quotation for supply of I-Card for Newly admitted students

Sir,

With reference to above subject, I undersigned request you to kindly quote your rates for supply of I-Card for Newly admitted students(including GST) detailed specifications of which are listed below, so as to reach this office on or before date 14/08/2023 time 5.00 PM. Rates quoted should be for unit quantity Quotations received after the due date will not be considered. The prices of the material should be quoted F.O.R. up to this Institute. Taxes if any should be stated separately. The delivery period should be stated clearly & strictly adhered to.

Your quotation should be valid at least for a period of 4 months from the date of opening. The quotation should be sent in sealed envelope, super scribed with the words "Quotation for supply of I-Card for Newly admitted students will be opened on date 17/08/2023 time 03.30 PM."

Sr. No.	Name & specifications of items	App. Quantity Required
1	I-Card Layout and Specification is attached	500 Approx. Rate should be quote for 1(one) Unit.

**GENERAL TERMS AND CONDITION:**

- 1)The material quoted should confirmed to the specification given in the list .when specification of certain item is inadequately mention in the quotation form then the details from suppliers end must be mentioned with its make ,size of best quality.
- 2) The undersigned reserved the right of rejecting all the quotation without assigning any reason
- 3) All rates quoted should be for F.O.R. Government Polytechnic Khamgaon including all applicable taxes otherwise the quotation will not be considered
- 4)for sale tax/GST or any other taxes IF "D","AF" or any other equivalent form if required shall be furnished on the demand where applicable
- 5) All the rates are for at Government Polytechnic Khamgaon
- 6) The envelope containing the quotation should be dully sealed and superscripted as ""Quotation for Annual maintenance contracts for various printer and Xerox machine parts along with the date of submission of quotation
- 7) The quotation shall be opened on 17/08/2023 at 03.30 pm
- 8) Samples are required to be supplied for the item specifically mentioned in the remark column
- 9) Railway receipt or motor receipt for good shall be shall sent directly to undersigned by register post only and will not be accepted through banker or V.P.P.


- 10) Testing of material will be done by the consignee at destination and bills will be paid thereafter if test results are found satisfactory
- 11) if supply of any part of the order rejected by the institute the same will have to be replaced by the supplier within a specified time and all expenses including charges for return and replacement will have to be paid by supplier.
- 12) As per rates quoted in quotation on same rate I-Card should be made available throughout year if lost or damaged.

**PAYMENT TERMS:**

- 1) 100% payment against maintenance, delivery, installation, testing of equipment, training and working trial and satisfactory working of equipments at consignees place.
- 2) Advance payment is not admissible.
- 3) Payment is not permissible on dispatch document through bank or V.P.P.
- 4) Payments will be made only by CMP through Treasury Khamgaon in your nationalize bank account.
- 5) The charges towards transport must be clearly mentioned in quotation.
- 6) The material will be required insured with government insurance if specifically mentioned in order.
- 7) Undersigned may cancel the said order in discretionary power.

**NOTES FOR SUPPLIER :-**

- 1) **LOCATON:** Khamgaon, Dist. Buldhana is Situated on National Highway NO-6 and connected by Railway Route to Jalamb (C.R), Railway station. Government polytechnic Khamgaon Institute is located on Khamgaon jalamb road, 2.00 KM away from railway station and Bus Stand.
- 2) GST to be paid as applicable
- 3) Octroi if any : Octroi Exemption Certificate is not required because khamgaon city being a Municipal Council. NO octroi is charged
- 4) Transporter if any: T.C.T. , ARCO, etc ., provide transport services.

  
Principal  
01/08/2023  
Principal  
Government Polytechnic Khamgaon.  
Govt. Polytechnic Khamgaon

## I-Card Layout and Specification

प्रथम /थेट द्वितीय वर्षात प्रवेशित विद्यार्थी/विद्यार्थिनींचे  
ओळखपत्रचे विवरण

(2023-2024)

@6cm

Tag Hole

College Logo

GOVT.POLYTECHNIC  
KHAMGAON

Student Printed  
Colour  
Photograph

College Seal

Name of Student  
Branch

Address:  
Phone No.:  
Enrolment No.:  
Date of Birth:

Principal Sign of student

@10cm

Front side of I-card

Tag Hole

Warden sign			
Hostel Room No			
Sign of Authority			
Academic Year			
Roll No.			
Year/ Branch			

Back side of I-card

### Required ID card Specification –

- Printing Type – Digital Printing
- Printing Surface – Glossy, Frosted

- Card Type – Double Sided
- Card Color – Bright / Milky White (as per requirement)
- Use – Office / College
- Thickness : @ 3mm
- Tag / Lace : @15 inch (rounded length) pre-attached soft non-removable ( dark blue color ) tag/lace having college name printed in white color (as per requirement)

Principal  
 01/08/2023  
 Government Polytechnic, Khamgaon.  
 Govt. Polytechnic Khamgaon

Copy to

- 1) Suppliers as per list attached.
- 2) Institute Notice Board
- 3) Shri N.P.Sonone (Programmer) Institute Website for uploading

LIST OF SUPPLIERS ADDRESS

- 1) M/s G.R.Computers Khamgaon Pin 444303.
- 2) Challani Offset, Khamgaon.
- 3) Jamdurkar Prints

Principal  
 01/08/2023  
 Government Polytechnic, Khamgaon.  
 Govt. Polytechnic Khamgaon