

(Must be submitted on the letter pad of the firm)

**Performa for submission of Rate Contract
for hiring digital photocopier machines on Rental Basis upto 31-12-2022**

No. _____

Dated _____

To

The Account Officer,

Purchase Cell, Office of Comptroller

Guru Angad Dev Veterinary and Animal Science University

Ludhiana-141001 (Punjab), India.

Subject: Offer for hiring digital photocopier machines on Rental Basis upto 31-12-2022.

In response of your Notice No. GADVASU/PC/2020-21/_____ dated _____, I/We being a manufacturing firm or authorized Distributors/Dealer/Stockist (tick whichever is applicable) of M/s _____ (name of manufacturing firm of which authorization certificate attached) hereby submit our offer for _____ (name of Brand) digital photocopier machine(s) as below:

Sr No.	Minimum Rent per month (in Rs.)	Mandatory copies under rent slab	Free required under rent slab	Rate per copy after free copies under rent slab	G.S.T. in %	Photocopies per minute specifications (details etc.) of machine to be installed
Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	
1.	1,000/-	1,000				
2.	2,000/-	3,000				
3.	3,000/-	6,000				
4.	4,000/-	8,000				
5.	5,000/-	12,000				
6.	6,000/-	15,000				
7.						

Note: The firm shall submit its offer by filling details in col. 4 to col. 6 against rent plant 1,000/- to 6,000/- and can use blank row if required.

1.	The Security amount Rs _____ vide FDR. No. _____ dated _____ of Bank _____ are enclosed.
2.	Rates quoted by us are applicable to indenting GADVASU Ludhiana campus and all the departments of University/KVK/Research station/out stations, etc.
4.	Validity of Rate Contract will be upto 31-12-2022.
5.	Mandatory Certificates:- 1. It is certified that the rates offered to Guru Angad Dev Veterinary and Animal Science University, Ludhiana are the same as has been quoted to or finalized by other Govt. Departments/Govt. Undertakings/ Institutions/ Universities or such other bodies.

2. We

(name of the firm entering into Rate Contract with this University) undertake that we, if during the period of rate contract, found offering higher number of free copies, or lesser rates to any other institute in the Northern region (i.e. Punjab, Haryana, Chandigarh, Himachal Pradesh, Jammu & Kashmir and NCR region) than that mentioned in the terms & conditions with Guru Angad Dev Veterinary and Animal Science University, Ludhiana, we shall extend the same benefit to GADVASU from the starting of the rate contract period. If we are unable to extend the same benefit to GADVASU due to any reason or non-compliance of terms and conditions of rate contract, the University will be free to take any action against.

3. It is certified that I/We/our firm are not black listed/Banned for supply by any Govt. / semi Govt. / Board / Corporations / Autonomous Body / Bank / Educational Institute or University during the last 3 years.
4. I/We/our firm will have to install the digital photocopier machine in the department/office within 7 days from the date of approval.
5. I/We/our firm will provide services, repairs, spare parts, consumables such as ink/toner cartridge etc.. The service provider firm will sort out the problem/complete the required repairs within 4 hours from the time of intimation of interruption/fault. In case of KVKs, Outstations, Research Station, RRTCs, the firm will have to resume the Photostat services within 24 hours from the time of intimation of interruption/fault.

Signature of Authorized person
with Rubber Stamp

I/We _____(name of firm entering into rate contract with complete address) hereby undertake to abide by the above mentioned particulars and terms & conditions (as per Annexure – A) of this rate contract invited vide notice no. GADVASU/PC/2020-21/_____ dated _____ and in case of violation/failure to comply with the same shall be liable to strict actions as deemed fit by the university authorities. Duly signed and stamped Annexure – A is enclosed with the offer.

Signature of Authorized person
with Rubber Stamp