

HIGH COURT OF DELHI AT NEW DELHI

F.No.651/Comp./DHC 4308

Dated: 20.02.19

From

The Registrar General
Delhi High Court
New Delhi

To

(On the website of Delhi High Court)

Sub: Quotation for 3 TB External Hard Disk Drive of reputed make, with maximum warranty

Sir,

This Court intends to purchase 3 TB External Hard Disk Drives of reputed make with maximum warranty period.

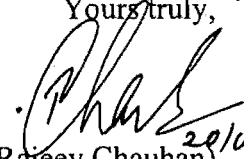
Authorised vendors are, therefore, requested to submit quotation strictly as per Annexure 'A', **clearly mentioning the warranty period**, in a sealed envelope to the AOJ (IT/Sty), Ground Floor, LCB-III, Delhi High Court, on or before 13-03-2019. The validity of rates should not be less than six months from the last date of submission of quotation. Quotation with less period of validity of rates shall be rejected.

The envelope should be addressed in the name of "Registrar General, Delhi High Court, New Delhi," and the subject of this letter and due date be superscribed on the envelope. No quotation shall be entertained after due date. Envelopes without the subject shall be summarily rejected. **Preference will be given to the vendors quoting Hard Disks with higher warranty period.**

This Court reserves the right to modify/amend the quotation letter/terms & conditions at a later stage. This Court also reserves the right to increase or decrease the quantity of hard disks depending upon requirements of the Court.

It may be noted that the final rates should be mentioned as unit price inclusive of GST and taxes applicable should be clearly mentioned.

Yours truly,


(Rajeev Chauhan)

Deputy Registrar (IT/Sty.)
For Registrar General

CC to:- Joint Director (IT), Delhi high Court.- for uploading on the official website of the Delhi High Court

Name of the firm :

Details of Contact Person:

Mob/Phone Number:

Quotation letter Ref. No. _____ Dated _____

Make/ Model of the Product with Description/Specifications	Unit Price (Excluding tax)	Tax @ ___%	Unit Price inclusive of GST/Taxes	Warranty	Remarks

- Extra information, if any, be indicated only in remarks column.
- Any cutting/correction should be duly counter signed.

Signatures of the Proprietor or
 Authorised Signatory with
 rubber stamp of the firm