

Dated,Agartala,the 20th July,2020.

SHORT NOTICE INVITING QUOTATION

SHORT NOTICE INVITING QUOTATION (SNIQ) in plain paper are hereby invited from local agency/authorized firm having valid license for repairing/maintenance of Photocopier Machine (Model - Canon imageRUNNER 2004) along with spares (Drum & Toner) of the Office of the State Homoeopath, Government of Tripura, P.N.Complex,Agartala.

SHORT NOTICE INVITING QUOTATION (SNIQ) is to be submitted at the Receipt & Despatch Section of the office of undersigned address to the Head of Office, Office of the State Homoeopath, Government of Tripura, 3rd Floor, Health Directorate Building, Pandit Nehru Complex, Agartala up to 4:00 pm on 30/07/2020 and will be opened on next day, if possible.

TERMS & CONDITIONS

1. Quotation shall be submitted in sealed cover address to the Head of Office, Office of the State Homoeopath, Government of Tripura, 3rd Floor, Health Directorate Building, Pandit Nehru Complex, Agartala.
2. Xerox copy of PAN Card should be submitted with Quotation.
3. Payment will be made on bill basis.
4. The rate should be quoted in figures & words in Indian Currency.
5. The repairing/maintenance of Photocopier Machine (Model - Canon imageRUNNER 2004) along with spares (Drum & Toner) should be completed within 7(seven) days from the date of issue of work order.
6. The Head of Office, Office of the State Homoeopath, Government of Tripura,, Agartala reserves the right to accept or reject any SHORT NOTICE INVITING QUOTATION (SNIQ) without assigning any reason.

The details Name & Specification of work are given bellow:-

Sl. No.	Name of Work	Name of Section of DFW&PM
1.	Repairing /maintenance of Photocopier Machine (Model - Canon imageRUNNER 2004) along with spares (Drum & Toner)	Office of the State Homoeopath, Government of Tripura, 3 rd Floor, Health Directorate Building, Pandit Nehru Complex, Agartala

Bharati 20/7/20
(Dr. Debabrata Bharati)
Head of Office,
Office of the State Homoeopath
P.N.Complex,Agartala,Tripura

Copy to :-

The Nodal Officer(IT), Directorate of Health Services, Govt. of Tripura, Agartala with request for publication this SNIQ in the Website of the Directorate of Health Services, Govt. of Tripura, Agartala.

Copy to **Notice Board**:-

1. The Directorate of Health Services, Govt. of Tripura, Agartala.
2. The Directorate of Family Welfare & P.M, Govt. of Tripura, Agartala.
3. The Receipt & Despatch Section, Office of the State Homoeopath, Government of Tripura, 3rd Floor, Health Directorate Building, Pandit Nehru Complex, Agartala.

Bharati 20/7/20