

THE BRAITHWAITE BURN AND JESSOP CONSTRUCTION CO.LTD.

(A GOVT. OF INDIA ENTERPRISE)

Regd. Office : 27, RAJENDRA NATH MUKHERJEE ROAD

P.O.Box No. 264, Kolkata - 700 001 (WEST BENGAL)

PHONE NO. (033) 2248 5841-44; FAX: (033) 2210 -3961

E-MAIL: bbj@india.com ; info@bbjconst.com

Website :- [www.bbjconst.com](http://www.bbjconst.com)

BBJ/TS/HP-SCANNER /P&A/GS&OE

18<sup>th</sup> March,2016

M/s.

Dear Sir(s),

You are requested to send your sealed quotation for supply one "HP" make Printer-Copier-Scanner required at our Registered Office for personnel department for official use as follows :-

1. **Item required** :-

Sl.No.	Description of items	Qnty.	Rate (Rs.)
(a)	"HP" make Printer-Copier-Scanner Model No. HP Deskjet 2132 – All in One Printer	01 No.	

2. **Rate** :- Your quoted rate should be inclusive of all taxes and duties and delivery and installation charges.
3. **Validity of Rate** : Your quoted rate should be valid and firm for a period of 3(three) months from the date of opening of your offer.
4. **Delivery and Installation at** :- BBJ Registered Office (1<sup>st</sup> Floor), 27 R.N.Mukherjee Road,Kolkata-700 001.
5. **Delivery Period**: - Within 15 days from the date of LOI/ORDER alongwith Manufacturer's Certificate/Guarantee Certificate.
6. **Liquidated Damage** :- If you fail to complete total supply as per our order within stipulated period, 0.5% of order value will be deducted from your bill for per week of delay subject to maximum of 5% of order value.
7. **Payment** :- Within 30 days from the date of delivery and submission of bill with receipted challan.
8. **Termination of Contract**:- If the supplier/party failure to complete the total work/supply/service as per requirement and within the stipulated completion period, BBJ reserves the right to cancel the order, either in part or full as the situation demands and get the work done by deploying other agency/agencies by issuing first seven days and then 48 hours notice. Additional cost if incurred shall be recovered from the supplier's bill.
9. **JURISDICTION OF COURT**:  
The Courts at Kolkata shall have the exclusive jurisdiction to try all disputes,if any, arising out of this agreement between the parties.
10. **Last Date of Submission** :- Your sealed quotation must reach to our Head Office on or before **1<sup>st</sup> April,2016 by 11.30 a.m.**

(Tapas Sen)  
Supervisor(M&P)