



**MORMUGAO PORT TRUST**  
**MATERIALS MANAGEMENT DIVISION**  
**ENGINEERING (MECHANICAL) DEPARTMENT**

**MM/NS/GAD/**

**06.09.2018**

To,

1. Best Services, Panaji
2. Focal Point Computers, Vasco
3. Electrovision, Vasco
4. PC Station, Vasco
5. Winsys, Vasco
6. Silicon Computers, Vasco
7. New Dimensions, Panaji
8. Telematics, Panaji
9. Magnamious, Panaji
10. Prithvi IT Products, Margao

**Dear Sir,**

**Sub:-** Enquiry No. MM/NS/GAD/0117 due on 21.09.2018.

You are requested to kindly furnish your quotation for the subject item in the following format:-

Sr. No.	Description	Qty.	U/Rate (Rs.)	Freight (Rs.)	Insurance (Rs.)	Others (Rs.)	GST (Rs.)	FOR Destination & Installation Total Amount (Rs.)	HSN Code
1	Supply, installation and commissioning of Laserjet Pro M1136 printer. <b>Brand:</b> HP	1 No.							

Kindly note that we are a Govt. of India organization, and as such:-

1. **PAYMENT:** Our payment shall be 100% payment within 30 days of receipt and installation of material/invoice/documents by ECS/EFT. Suppliers Invoice should indicate the suppliers and MPT's GST numbers and suppliers HSN number. Confirm acceptance.
2. **DELIVERY:** The delivery period is within 2 weeks. Confirm acceptance.
3. You will have to dispatch the material, duly insured, on FOR Destination basis.
4. **WARRANTY:** Indicate the warranty period in your offer.

Kindly furnish your offer in sealed cover marked "**MM/NS/GAD/0117 due on 21.09.2018**", which shall be opened on **21.09.2018 at 15.30 hrs**. The cover (offer) should reach this office latest by 15.00 hrs on the due date.

Thanking you,

Yours faithfully,

**MATERIALS MANAGER**

**Correspondence Address:** 2<sup>nd</sup> Floor, A.O. Building, Headland-Sada, Mormugao, Goa - 403 804  
**Material Supply Address:** Baina, Opp. Baina Beach, Vasco-da-Gama, Goa - 403 802  
Phone: 0832- 2520222, 2520220, Fax: 0832-2520227  
Web Site: [www.mptgoa.com](http://www.mptgoa.com), E-Mail [mm@mptgoa.gov.in](mailto:mm@mptgoa.gov.in)