Dear Sir/Madam,

You are requested to submit your sealed quotation in the following format superscribing "Quotation for TISS/PUR/114/21", in company's letter head to the Section Officer, Purchase & Stores Section, Tata Institute of Social Sciences, Sion Trombay Road, Deonar, Mumbai. The last date for submission of quotation is on or before 24-12-2021 on any working days between 10:30 a.m. & 5.30 p.m.

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Description of Items (Please Quote along with Specifications or full details of the equipments)</th>
<th>RATE (Rs.)</th>
<th>PER QTY</th>
<th>TOTAL QTY REQUIRED</th>
<th>AMOUNT (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>MONITOR HP 23.8 INCH (60.45CM) ELITE DISPLAY E243D PHD IPS LED BACKLIT ANTI GLARE MONITOR WITH IN BUILT DOCKING STATION (BLACK/SILVER) TOTAL HDMI PORT - 1, HARDWARE INTERFACE - HDMI, CONNECTOR TYPE - VGA, USB, THREE YEAR WARRANTY</td>
<td></td>
<td></td>
<td>1 EACH</td>
<td></td>
</tr>
</tbody>
</table>

Less : Discount if any (for Educational Institute)

SEAL AND STAMP OF THE ORGANISATION

Yours faithfully

Section Officer (Purchase & Stores)
<table>
<thead>
<tr>
<th>TERMS AND CONDITIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. FREE DELIVERY AT THE INSTITUTE’S PREMISES IN MUMBAI CAMPUS</td>
</tr>
<tr>
<td>2. PRICES SHOULD BE INCLUSIVE OF GST IN PERCENTILE</td>
</tr>
<tr>
<td>3. PLEASE PROVIDE GST NUMBER AND NEFT CODE WITH BANK DETAILS</td>
</tr>
<tr>
<td>4. BREAK UP OF INDIVIDUALS COST OF ITEMS SHOULD BE PROVIDED</td>
</tr>
<tr>
<td>5. IF ANY HIDDEN CHARGES, KINDLY SPECIFY. THIS INCLUDES MENTIONING INSTALLATION CHARGE ALSO AND PRODUCT SHOULD BE INSTALLED</td>
</tr>
<tr>
<td>6. QUOTATION SHOULD BE VALID FOR SIX MONTHS</td>
</tr>
<tr>
<td>QUOTATION WILL BE OPENED ON THE NEXT WORKING DAY OF DUE DATE AT 11.00 HRS</td>
</tr>
<tr>
<td>7. PAYMENT WILL BE MADE WITHIN 30 DAYS FROM THE DATE OF INVOICE</td>
</tr>
</tbody>
</table>