

To

The Concerned Firms through  
Notice Board/ Website of the institute (<http://govtitisadhaura.com>)

Memo No. 473

Dated:- 09/5/25

**Sub:- Invitation for quotations for repair of Computer and IT items.**

In this regard, you are requested to submit your most competitive quotation for the repair of Computer and IT items at Govt. ITI, Sadhaura:-

Sr. No.	Description	Qty.	Lumpsum Rate including GST
1.	Repair of Canon MF240 (Black & White) Printer with replacement of Toner, Cartridge, Duplex Gear assembly, ADF pickup gear assembly with installation.	01 pc.	
2.	Repair of HCL make CPU with software installation of 8GB RAM, 128 GB SSD & VGA Cable	01 pc.	

The quoted price should be inclusive of GST, Packaging & Forwarding, Loading & Unloading and all installation charges etc. F.O.R. at Govt. I.T.I. Sadhaura (Yamuna Nagar).

**Other Terms & Conditions:-**

1. The delivery period with repair of above item shall be immediate.
2. The place of delivery of the above items shall be GITI, Sadhaura (YNR).
3. Payment shall be made within 15-30 days after repair and complete installation work of the item/work done.
4. The firm is advised to check & verify the conditions/details of the above items before quoting the prices.
5. You are requested to submit your offer **on or before 16.05.2025 upto 02:00 PM.** (by hand/ by post).
6. The received quotations shall be opened in the presence of institute purchase committee in the O/o Principal, Govt. ITI, Sadhaura.

  
Inst. Clerk

  
G.I.

  
O/s

  
V.P.

  
Principal  
Govt ITI, Sadhaura