

# Gramalakshmi Mudralayam

(Controlled by the Govt. of Kerala)  
A unit of Kerala Rural Employment & Welfare Society  
Kanjikode West P.O., Palakkad - 678 623

TIN No : 32010843442

Office - :0491 -2566253

CST No : 32010343442 C

General Manager - :0491 - 2566053

Email: [glm.kjd@gmail.com](mailto:glm.kjd@gmail.com)

Sales Store - :0491 -2006012

GLM/D/118/20

Dt: 25/08/2020

## Quotation Notice

Quotations are invited from Manufacturing/Authorised dealers for the supply of Perforation Machine for Gramalakshmi Mudralayam, Kanjikkode, Palakkad, Kerala State.

### Schedule of item

Estimated Cost – Rs.30,000/- (For 2 Numbers)

PERFORATION MACHINE – 2 Numbers

### Specification

1. Size - 18 Inches

With Sunmica Table , Brass Strip , Pedal Operating

### Quotation Conditions

1. **Last Date & time for submission of Quotation : 04-09-2020 2.00 pm**
2. **Date & time of opening Quotation : 04-09-2020 3.00 pm**
3. All Quotations shall be accepted through Courier/By post/By hand/By E-mail.
4. The Quotations shall be opened at the O/o the General Manager, Gramalakshmi Mudralayam, Kanjikkode on the prescribed date and time.
5. **Supply should be completed within 7 days from the date of Supply Order.**
6. All rules and regulations of the Quotation shall be in accordance with the **Store Purchase Manual** of the Govt. of Kerala.
7. The undersigned has every right to amend/cancel the full or part of this Quotation Notice.
8. All disputes are subject to jurisdiction on courts only at Palakkad.
9. The rates and conditions of supply should be made clearly in respect of the item.
10. All the technical specifications should be mentioned clearly by the bidder.

11. Machine should be preferably manufactured by ISO/ISI certified and reputed Company.
12. Rates quoted should be inclusive of all taxes/charges for delivery at destination inclusive of loading & unloading, transportation shall be shown seperately.
13. Guaranty Period for the machine should be specified.
14. Rate quoted shall be valid for a Minimum period of 3 months.
15. Payment Conditions:- The total cost will be paid after satisfactory Supply of the machine.
16. The Purchaser have the right to cancel the supply order at any time without assigning any reason.



**Benny Joseph**  
**General Manager**  
**(DEPUTY DIRECTOR OF PANCHAYATS)**  
**GRAMALAKSHMI MUDRALAYAM**  
**KANJIKODE WEST, PALAKKAD**

To

**The General Manager,**  
Gramalakshmi Mudralayam  
Kanjikode West PO , Palakkad

Sir,

Sub:- Submitting Quotation for the supply of Perforation Machine- reg;

Ref:- Quotation Notice No.GLM/D/118/2020, dated 25.08.2020.

In response to your notification inviting Quotation for supply of Perforating Machine, I do hereby submit my Quotation for the same. I agree to supply the Perforating Machine subject to the conditions and specifications detailed in schedule I and the rate quoted by me in the schedule II.

Yours faithfully,

**(Signature of the Bidder)**

Name & Address of bidder

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Contact No .....

Place :

Date :

**Supply of Perforation Machine**

**Specifications**

1. Size - 18"

With Sunmica Table , Brass Strip , Pedal Operating

**Quotation Schedule II**

Issued to:

(Address)

**Supply of Perforation Machine**

Sl No	Specifications , Name of Manufacturer		Rate including all taxes & Freight	
1			Rate of Machine including taxes	
			Freight Charges (Loading,Unloading & Transportation)	
	TOTAL			

Place:

Date :

Signature of the Bidder

Address: