

M/s Mitushi Electronic Components Pvt. Ltd,
G-5,6, Gagan Deep,
12, Rajendra Place,
New Delhi.

Subject: Supply of one photocopier of Canon model IR2530.

Sir,

The Ministry is pleased to place an order for one photocopier under DGS&D rates at the total cost of **Rs.1,71,071/-** including VAT (Rupees One Lac Seventy One Thousand and Seventy One only) at the Residence Office (No.8, Safdarjung Lane) of Hon'ble External Affairs Minister.

2. You are requested to supply the desired model of the machine at the above-mentioned place. You are also advised to obtain the "Original Installation report" duly signed/stamped by the user and submit the same with your bill.

Terms & Conditions

- (i) **Delivery:** Immediate (As per DGS&D norms).
- (ii) **Warranty:** One year warranty against all manufacturing defects with effect from the date of delivery. The firm is liable to supply the consumables and repair/replace free of charge such parts/components thereof and we shall return the defective parts/components to you.
- (iii) **Installation:** Free installation and free servicing of the machine within warranty period would be rendered by you.
- (iv) **Payment:** Full payment of the total amount will be made.
- (v) **Penalty Clause:** If you fail to deliver the machines within the stipulated time, the penalty of 1% will be levied per week subject to the maximum of 10 % of the total amount.
- (vi) It is understood that the price at which the machine is being supplied does not exceed the lowest price charged by you from any other customer to the date of the order. In the event if it transpires that a lower price has been charged elsewhere, you will be liable to pay the difference.

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No. Q/SE-II/8840/05/2014

- (vii) **Break Clause:** The Ministry of External Affairs, however, reserves the right to cancel or modify the above said order, in case the item ordered is subsequently found unsuitable or not required owing to certain unforeseen circumstances or for reasons of public interest.

Yours faithfully



(Kulwant Singh)
Administrative Officer(SE-II)
28-05-2014

(कुलवंत सिंह)
(KULWANT SINGH)
प्रशासनिक अधिकारी (एस-II)
Administrative Officer (SE-II)
वि. प्रशासन, वि. दिल्ली
Ministry of External Affairs
New Delhi

Received
Admin