

Price Quotation Format to be submitted on Party Letterhead

Particular	Qty	Offered Make Model	Warranty (In Years)	Capacity	Price (w/o GST)	GST (%)	Final Price (with GST)
External Hard Disk Drive (HDD) 3.0, compatible with Windows and Mac Make: Seagate / Western Digital (WD)	1			2 TB			
	1			4 TB			

Terms & Conditions:

1. The agency must submit offer to **gadmin@suratsmartcity.com** on or before **14/10/2026 by 6:00 PM**. Offers received after the stipulated deadline will not be considered.
2. Prices should be inclusive of all Central/State taxes, levies, transportation, handling charges, packing, forwarding, insurance, loading and unloading, and all other applicable costs. Any breakage, leakage, transit loss, or damage shall be borne by the agency.
3. The quantity mentioned above is only for price information and is not the actual purchase quantity. SSCDL may purchase items individually or in combination, in single or multiple quantities, as per requirement. The work order will be issued accordingly.
4. The quoted rates shall remain the same for the purchase of any item, whether individually or in combination, and for any quantity.
5. The responsibility for the product during the warranty period shall lie with the agency.
6. The agency will be required to deliver the product within 7 calendar days from the issuance of the work order. A penalty of 0.2% of the consideration of work order for a particular item will be charged for delayed supply and installation (if required) for delay of each day thereafter.
7. The prices/charges quoted should also include delivery at SSCDL office or at any other office/place to be decided by the SSCDL, within the city limit.
8. Payment will be made within 10-15 working days after the completion of supply.

Name:	Designation:
Place:	Date:
Signature of Authorized Person	Company Stamp