



भाकृअनुप- भारतीय कृषि प्रणाली अनुसंधान संस्थान  
मोदीपुरम, मेरठ-250 110 (उ.प्र.)

ICAR- Indian Institute of Farming Systems Research  
Modipuram, Meerut-250 110 (U.P.)

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F.No.3-20/Mela/ST/III/2015-16 / 6378

Dated: 02.02.2016

To,

M/s Modern stationary Mart  
37, sadar bazar,  
Meerut Cantt. 250001

**Sub: Supply of stationery items- regarding**

Sir,

With reference to rate contract No. 3-27/ST/(Stationary)/2014-15/6063 dated 22.01.2016 for the year 2015-16, kindly supply the following materials as per terms and conditions given below:

Sr. No.	Particulars of the item	Quantity	RATE	Amount
	Pad size 8.5"X5.4" with cover page printing	10,000	Rs.22/-	Rs.2,20,000/-
	Plastic folder A-4 size with printing	10,000	Rs.8.50	Rs.85,000/-
			Total	Rs.3,05,000/-

(Rupees Three lakh five thousand only)

**TERMS AND CONDITIONS:**

1. The above rates are F.O.R.IIFSR, store section first floor Modipuram, Meerut.
2. Delivery period: **With in 15 days from the date of issue of this order & actual as per specification, quality as per purchase order/finalize by committee. However, the Director is competent to rebate the delivery period on due request of the supplier supported by satisfactory reasons .**
3. Payment terms ; **On bill basis**
4. All articles should be dispatched with in the delivery period specified in the order, unless we extend the time limit.
5. Invoices: All invoices to be sent in duplicate mentioning our Purchase Order No./date etc. directly to us.
6. No payment shall be released of unsatisfactory suppliers/sub standard material.
7. Please mention your TIN/Sales Tax Registration Number and date on your invoice other wise bill not be entertained.
8. Charge if any incurred by us on account of deviation from these conditions will be deducted from your bill without any prior intimation.
9. Any other condition in your quotation, which is not specifically agreed to is not acceptable to us.
10. In case the supply is required to be extended through your local dealer and authorization to this effect should be supported with the bill else the bill shall not be entertained for payment. Unless it is confirmed from the principal and the Institute shall not be held responsible to pay any panel interest.
11. Rejection: All articles which are not considered satisfactory by this office in accordance with the specifications, or not being of standard quality or for any cause are liable to be returned to the supplier without any transportation charges.

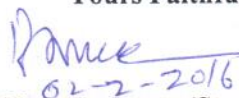
P.T.O

12. Cancellation: Notwithstanding anything in this order we reserve the right to cancel this order at our sole discretion without assigning any reasons and the supplier will immediately refund the advance paid, if any, by Bank Draft.
13. Any discrepancy in the supply order may please be brought to the notice of the undersigned before supply.
14. jurisdiction: All disputes arising out of this order will be subject to jurisdiction of Arbitrator appointed by the Director General of ICAR, Krishi Bhavan, New Delhi and the area of jurisdiction will be Meerut only.
- 15 Please acknowledge the receipt of this order.

**GENERAL INSTRUCTIONS :**

1. The various items of articles ordered above, when supplied, should be of requisite specifications and in accordance with the rates mentioned in your quotation/estimates cited above and no deviation from these will be allowed in any case.
2. The consignment indented should be packed securely to avoid damage and for pilferage in transit and sent to us under cover of insurance against breakage or damage or loss in transit up to destination. Transit insurance charges, if any , will not be paid by this Directorate. The parcel way bill/railway receipts may be posted to us in time and no demurrage on the consignment will be paid by us at the local station due to late receipt of the parcel way bill/R.R.
3. Supply should be made from the latest batch of production with the maximum life period.
4. PAYMENT: As per rule personal enquiry's regarding payment are discouraged. Payment will be made after due verification by the indenter/inspection committee normally within 21 days of receipt of bills.
5. Bills should be rounded off to the nearest rupee.
6. All payments will be made electronically through NEFT/RTGS and therefore the supplier firm is requested to submit the details while raising the bill(s).  
( Firm Name, Bank name, Account Number, Branch Code, Branch IFSC code etc ) .

Yours Faithfully

  
02-2-2016  
Officer Incharge (Store)

**Copy To:**

- 1- Dr. Peyush Punia, Pr. Scientist/chairman registration committee krishi kumbh 2016 , IIFSR, Modipuram, Meerut.
- 2- The D.D.O., IIFSR, Modipuram, Meerut.
- 3- The F&AO, IIFSR, Modipuram, Meerut.
- 4- The Storekeeper, IIFSR, Modipuram
- 5- V.O IIFSR, Modipuram, Meerut.
- 6- I/C AKMU, IIFSR, Modipuram, Meerut.