



साहित्य अकादेमी

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SAC.38 / 2510

17 August 2016

Sub: Inviting Quotations for the Purchase of Sony HD Camcorder

Dear Vendor,

Sahitya Akademi (National Academy of Letters) which deals in literature in 24 languages of India recognized by it was established by the Government of India and its fully funded by the Ministry of Culture to work actively for the development of Indian letters and coordinate literary activities in all Indian languages.

Sahitya Akademi Chennai invites sealed quotations for the purchase of one Sony HD Camcorder with the following specifications:

Sl. No.	Item	Description
1	Sony Handycam	HDRPJ675
2	Sony Tripod	VCT-640

Sealed quotations superscripted as "Quotation for the purchase of Sony Handy Camcorder" to the above address should reach this office on or before 25 August 2016. Quotations submitted after this date will not be entertained.

Sealed quotations will be opened at the office premises on the afternoon of 26 August 2016. Participating firms/their authorized representatives may be present at the time of opening of quotations. Successful firm will have ensure that the supplying of the item quoted is completed within the given time frame. Full payment will be done after satisfactory completion of the work/delivery and inspection.

Other terms and conditions:

1. Copy of PAN/TIN/Service Tax/VAT to be submitted by the firm.
2. Quoted rate should be inclusive of all charges, viz. delivery, cartage and taxes.
3. Rate quoted should be valid for a period of 90 days from the date of acceptance of the order.
4. The undersigned reserves the right to accept or reject in part or full, any quotation without assigning any reason therefore.

Thanking you,

Yours' sincerely,

(Dr A.S. Ilangoan)
Officer-in-Charge

Copy of information to be uploaded on Akademi's Website