

**District Information Technology Society**  
(Short Term Quotation Inviting Notice)

जिला प्रशासन कैथल द्वारा जिले में आर.एल.ए.कैथल कार्यालय में वाहन लाईसैंस व वाहन पंजीकरण से संबंधित दस्तावेज क्रेडिट कार्ड के स्टैण्डर्ड साईज के पी0वी0सी0 स्मार्ट कार्ड (760 Microns or more) के रूप में जनसाधारण को उपलब्ध करवाने हेतू सभी सामान लेबर सहित की आपूर्ति के लिए न्यूनतम दरों की कोटेशन आमन्त्रित की जाती है:-

Sr.No.	Name of Item	Size/Specification
1	PVC Card	ISO Standard 760 or more microns (MY) size 3.375" (85.72mm) *2.125" (53.97mm) with rounded corners, Card material white gloss (Vycat 77)
2	Coated Overlay	Thickness 100 Micron

इच्छुक फर्म दिनांक 10.11.2016 को प्रातः 12:00 बजे तक कार्यालय जिला सूचना प्रौद्योगिकी समिति, कैथल, कमरा न0 317 लघु सचिवालय भवन, कैथल में निम्नलिखित Terms & Conditions के अनुसार कोटेशन जमा करवाएं।

-sd-  
कृते: सचिव, जि0सू0प्रौ0सो0, कैथल।

## Terms and Conditions

- 1) The Firm will deposit a sum of Rs. 5000/- (five thousand only) as earnest money in form of demand draft in favor of District Information Technology Society, Kaithal . No interest will be paid by DITS, Kaithal at time of refund of earnest money.
- 2) Earnest money will be returned to the unsuccessful bidder after finalization of the quotations within a week.
- 3) The PVC card shall be credit card size 3.375" (85.72mm) \*2.125" (53.97mm) with thickness ISO standard 760 or more microns( MY) with rounded corners and the material shall be white gloss (Vycat 77).
- 4) The entire infrastructure including proper machines, papers and tonners etc to enable the Turn-Key solution will be provided by the vendor. The vendor would also provide necessary Hardware as per the requirement and will bear all the expenses viz. refilling of cartridges, repair & maintenance etc.
- 5) The PVC sheets will be provided by the vendor in adequate quantity as per requirement.
- 6) The vendor will depute the trained man power for printing work.
- 7) The vendor will ensure the secrecy of data regarding the DL and RC.
- 8) The space and electricity will be provided by the district Administration, Kaithal.
- 9) The vendor will provide the accounting details i.e Total PVC printed, document received and document handed over to the concerned officer/official on daily basis.
- 10)The vendor will keep the additional set of Hardware/infrastructure to meet out any emergency situation.
- 11)The chairman of the committee is fully authorized to accept/cancel the quotation without assigning any reason.
- 12)The contract will be signed initially for the six months and may be extended, if proved good in the business.

13)The work order can be terminated on 15 days notice from either side.  
In special circumstances the order may be terminated without assigning any reason by the competent authority.

14)All the administration matter will be decided by the Deputy Commissioner-cum- Chairman DITS Kaithal as arbitrator and his/her decision shall be final in all respects and matter will not be subjected to any other court of law.

I hereby agreed with the above Terms and Conditions and provide the printed PVC card in Rs \_\_\_\_\_(Including all taxes) as per the mentioned standards.

Signature

Vendor's/Firm's Name: \_\_\_\_\_

Dated :