

**MEDIA TECHNOLOGY CENTRE
INDIAN INSTITUTE OF TECHNOLOGY KANPUR**

Enquiry Letter

Ref. No. : IITK/MTC/NPTEL-II/2012-13/003

Dated: 11 March 2013

To,

M/s.

From:

Dr. Satyaki Roy

Co-coordinator, NPTEL-II

Media Technology Centre

IIT Kanpur – 208 016

Sub: Enquiry-Cum- Quotation for Sony Tapes

Dear Sir/Madam,

Sealed Quotations are invited for purchase of Sony Tapes with the following specifications:

SI. No.	Name/ Specifications	Model No.	Quantity
1.	Mini DV Tape 60 minutes	SONY	200 nos.
2.	Digital Master DVCAM 184 minutes	SONY	300 nos.

The quotation should reach to Dr. Satyaki Roy NPTEL-II, Media Technology Centre, IIT Kanpur, by 3PM, 14 March 2013.

Terms & conditions for supply of above mentioned articles:-

1. Quotation must be valid 30 days.
2. Delivery period will be 04 weeks from the receipt of the purchase order, Extension of delivery period is not allowed.
3. Warranty should be properly mentioned in your quotation.
4. Payment term: - for Rupees payment 90% on delivery & 10 % after satisfactory using/working.
5. The rates offered should be exclusive or inclusive sales tax. The rates applicable should clearly be specified
6. Institute is exempted for payment of E.Duty under notification No. 10/97.

Thanking You,

(Satyaki Roy)
Co-coordinator, NPTEL-II
Email: satyaki@iitk.ac.in