

AWARD OF CONTRACT

Contract No. IGIB/7-5/231/25-26(952)/830

Dated: 14/10/2025

M/s Gurusons Communications Pvt. Ltd,
109, Southex Plaza-I, NDSE-II
New Delhi-110049

Ref No: GCPL/2025-26/TG/0019 Dated: 06.08.2025

The following work shall be done as per the terms and conditions mentioned on back of this order:-

S.No.	Item Description
1.	CAMC of Canon multifunctional printer machine (Photocopier) Model No : IR4225 Serial No : RKX01305 Includes spare, service & consumables. Charges : B&W @ 0.40 Paisa + taxes as applicable

- 1. Payment Terms:** Monthly basis
- 2. TDS:** TDS shall be deducted on prevailing rates for GST and Income Tax as per the extent rules.
- 3. Terms of Service:** For CSIR-IGIB, Mall Road, New Delhi.
- 4. Period of CAMC :** One Year (30.08.2025 to 29.08.2026)

Yours faithfully,



भंडार एवं क्रय अधिकारी
Stores & Purchase Officer

(For & on behalf of Council of Scientific & Industrial Research)

प्रतिलिपि :-

1. भंडार अनुभाग
2. लेखा अनुभाग
3. मांगकर्ता: Aman (ASO) इस आशय के साथ की वे क्रय आदेश की जाँच ले और अगर कोई त्रुटि हो तो तुरंत जानकारी में लाएँ.
4. स्वीकृति: बजट उपशीर्ष ASP000001/CMC के अंतर्गत. Rs.50,000.00 (Rupees Fifty thousand only) की राशि Vinod Kumar (COA) द्वारा स्वीकृत की गयी है
5. कार्यालय प्रति

Terms & Conditions

1. **Order Acknowledgement:** The Award to be called hereinafter as 'Contract' should be acknowledged within 14 days of the date of order, confirming the acceptance of rates and all other conditions of supply. Any variation in T&C must be intimated at the time of acceptance of order. Non-receipt of order acceptance within the stipulated period may lead to cancellation of the order.
2. **Order Amendment/corrigendum:** Any award amendment/corrigendum made subsequent to this order shall be treated as part of the order.
3. **Invoice/Bill:** Service provider's Invoice indicating *inter-alia* description and specification of the Service, quantity, unit price, total value and currency of the Invoice, should be submitted at the earliest to the Purchase Section of CSIR-IGIB. The Invoice/Bill duly typed and signed should be prepared in Triplicate and submitted for processing payment. It should also be pre-receipted and **affixed with REVENUE STAMP**.
4. **Nomenclature of Items:** The nomenclature used for the item description in the Invoice/Bill should be identical to that used in the order. The dispatch particulars, if any including the name of the transporter should also be mentioned in the Invoice(s).
5. **The number & date & serial no. of the articles** of the order must be mentioned in the Invoice/Bill & the rate must be in accordance with your original quotation/our Order. Any variation in price & specifications must be intimated before affecting the supply.
6. **GST Number:** Please indicate your GST Number on your Proforma Invoice/Bill. **GST No. of CSIR-IGIB is 07AAATC2716R4ZE.**
7. **Mode of Payment:** Payment of your Invoice/Bill shall, normally, be made within 30 days on completion of the services and certification by the user through RTGS. Details of your Bank account may be mentioned in your Invoice/Bill.
8. **Liquidated Damages:** Subject to Force Majeure below, if the service provider fails to deliver any or all of the Services or to perform the Services within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the order value, as penalty, a sum equivalent to 0.5% of the delivered price of the delayed or unperformed Services or contract value in case the delivered price of the delayed or unperformed services cannot be ascertained from the contract, for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of 10%. Once the maximum is reached, the CSIR-IGIB may consider termination of the Contract.

The same penalty rate shall be leviable in case of delay in installation.
9. **FORCE MAJEURE:** The Service provider shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this Clause, "Force Majeure" means an event beyond the control of the Service provider and not involving the Service provider's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the CSIR-IGIB either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
10. **Printed conditions**, if any, sent along with the quotation shall not be binding, unless specifically agreed by us.
11. **Dispute Settlement:** All disputes will be subject to Delhi International Arbitration Centre (DIAC), Delhi High Court, New Delhi.