



**TENDER DOCUMENTS FOR**

**“Supply, Installation, Commissioning,  
Training & Acceptance of RF amplifiers”**

**TENDER NO. 08/GARC/2022/EMC/370**

**Annexure XI - Format for Purchase Order**

**Supply, Installation, Commissioning, Training & Acceptance of RF amplifiers**

Global Automotive Research Centre, Plot E1,  
SIPCOT Industrial Growth Centre,  
Oragadam, Mathur Post, Sriperumputhur Taluk, Kanchipuram – 602 105, Tamil Nadu

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Phone: +91-44-27143500 Email: [rajeswar.tripaty@garc.co.in](mailto:rajeswar.tripaty@garc.co.in),

Website [www.garc.co.in](http://www.garc.co.in)

**PURCHASE ORDER [ON.....BASIS]**

<b>To</b> <b>M/s. ....</b> <b>Phone No. ....</b> <b>Fax No. ....</b> <b>E-mail: .....</b>				
<b>PURCHASE ORDER NO.</b> <b>Tender No.</b> <b>LOA No.</b> <b>Contract Agreement No.</b>	<b>NAT/TEQ/..... Dated .....</b> <b>NAT/TEQ/..... Dated .....</b> <b>NAT/TEQ/..... Dated .....</b> <b>NAT/TEQ/..... Dated .....</b>			
<b>PURCHASE ORDER DETAILS</b>				
<b>Sl. No</b>	<b>Description of Work</b>	<b>Qty</b>	<b>Unit</b>	<b>Amount In .....</b>
1	.....[To insert the scope of works]  [Refer TCC for detailed specifications/Requirements].			
<b>Amount in Words: .....</b>				

**TERMS & CONDITIONS**

Bill to :       The Procurement Officer  
Global Automotive Research Centre (GARC) – NATRiP  
Plot E1, SIPCOT Industrial Growth Centre,  
Oragadam, Mathur Post, Sriperumputhur Taluk,  
Kanchipuram – 602 105,  
Tamil Nadu, India.

Completion       ..... : As per Tender Documents  
Dates       :       ..... : As per Tender Documents  
.....,

Ship to   :       India -..... Phone No. ...., Fax No. ....

Payment:       As per Clause ..... of the contract agreement dt. ....

Liquidated damages:       As per SCC of the contract agreement.

Remarks:       Authorised Indian Agent of M/s. ....  
.....  
Phone No. .... / Mob: .....  
E-mail: .....

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**Contact Details of the Engineer In-Charge for further correspondence, if any.**

GLOBAL AUTOMOTIVE RESEARCH CENTER

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Tele Fax: .....

E-mail : [.....](#)

Warranty: .....years from the date of acceptance.

Please acknowledge receipt of this purchase order and issue the acceptance letter within 7 days to GARC, with complete dispatch plan, to enable GARC to open the L/C.

Thanking You,

Yours faithfully,

**Procurement Officer**