

## INVITATION FOR QUOTATION

TEQIP-III/2018/duie/Shopping/2

05-Feb-2018

To,

**Sub: Invitation for Quotations for supply of Goods**

Dear Sir,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given at Annexure I,

Sr. No	Brief Description	Quantity	Delivery Period(In days)	Place of Delivery	Installation Requirement (if any)
1	Desktop Computer	3	30	Office of the Director, DUIET, Dibrugarh University, Dibrugarh, Assam-786004.	Yes
2	Multifunction Laserjet Duplex Printer	4	30	Office of the Director, DUIET, Dibrugarh University, Dibrugarh, Assam-786004.	Yes
3	Notebook	2	30	Office of the Director, DUIET, Dibrugarh University, Dibrugarh, Assam-786004.	Yes

2. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Programme[TEQIP]-Phase III** Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.
3. Quotation,
  - 3.1 The contract shall be for the full quantity as described above.
  - 3.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
  - 3.3 All duties and other levies payable by the supplier under the contract shall be included in the unit price.
  - 3.4 Applicable taxes shall be quoted separately for all items.
  - 3.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
  - 3.6 The Prices should be quoted in Indian Rupees only.
4. Each bidder shall submit only one quotation.
5. Quotation shall remain valid for a period not less than **15** days after the last date of quotation submission.
6. Evaluation of Quotations,

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

  - 6.1 are properly signed ; and
  - 6.2 confirm to the terms and conditions, and specifications.
7. The Quotations would be evaluated for all items together.
8. Award of contract:

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

  - 8.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

8.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

9. Payment shall be made in Indian Rupees as follows:

**Delivery and Installation - 90% of total cost**

**Satisfactory Acceptance - 10% of total cost**

10. All supplied items are under warranty of 12 months from the date of successful acceptance of items.

11. You are requested to provide your offer latest by 12:00 hours on 20-Feb-2018 .

12. Detailed specifications of the items are at Annexure I.


13. Training Clause (if any) **Required**

14. Testing/Installation Clause (if any) **Required**

15. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.

16. Sealed quotation to be submitted/ delivered at the address mentioned below,

17. We look forward to receiving your quotation and thank you for your interest in this project.

  
05/02/2018  
(Authorized Signatory)

Name & Designation

**Director**

Dibrugarh University Inst

Engineering & Tech

Dibrugarh Unive

Dibrugarh-786004, Assam

**Annexure I**

Sr. No	Item Name	Specifications
1	Desktop	Desktop (Intel® 7th Generation Core i7 Quad Core CPU with minimum clock speed of 3.4 GHz, 8MB Cache or better, Intel® Q Series

	Computer	commercial chipset, OEM Motherboard, Memory 8 GB DDR4 RAM expandable to 64GB; Four DIMM slots; Non-ECC dual-channel upto 2133 MT/s DDR4 SDRAM , Hard Disk Drive 1TB HDD, 7200 RPM, SATA III 6 Gbps, SMART IV Optical Drive SuperMulti DVD Writer, Graphics Integrated Graphics, Audio High Definition Integrated Audio with Internal Speaker)
2	Multifunction Laserjet Duplex Printer	Multifunction LaserJet Duplex Printer (Black and white, Two side scanning, Auto Duplex, print from USB, Built-in WiFi, Height 587 mm Width 461 mm Depth 581 mm)
3	Notebook	Laptop (Thin and Light form factor with 1.3 kg weight. Micro Edge Display with 14 mm bezel Full HD IPS Display (1920 x 1080) with Flush Glass. Latest 8th Gen Intel Core i5 - 8250U Processor. 256 GB SSD PCIe (Gen 3 x4) Storage. Backlit Island-style Keyboard Quad Speakers, Bang and Olufsen with Audio Boost. 6 Cell Battery with Fast Charge support Intel Core i5 Processor (8th Gen). 8 GB DDR3 RAM. 64 bit Windows 10 Operating System 256 GB SSD. 13.3 inch Display)

**FORMAT FOR QUOTATION SUBMISSION**

(In letterhead of the supplier with seal)

Date: \_\_\_\_\_

To:

\_\_\_\_\_  
\_\_\_\_\_

Sl. No.	Description of goods (with full Specifications)	Qty.	Unit	Quoted Unit rate in Rs. (Including Ex Factory price, excise duty, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)	Total Price (A)	Sales tax and other taxes payable	
						In %	In figures (B)
<b>Total Cost</b>							

Gross Total Cost (A+B): Rs. \_\_\_\_\_

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. \_\_\_\_\_ (Amount in figures) (Rupees \_\_\_\_\_ amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of ----- months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No: \_\_\_\_\_