



Dibrugarh University Institute of Engineering & Technology,  
Dibrugarh, Dibrugarh University, Dibrugarh, Assam- 786004., Assam

## INVITATION LETTER

Package Code: TEQIP-III/2020/AS/duie/79

Current Date: 22-Jan-2020

Package Name: DUIET/TEQIP72/All Dept/Computer

Method: Shopping Goods

To,

**Sub: INVITATION LETTER FOR DUIET/TEQIP72/All Dept/Computer**

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	Item Name	Quantity	Place of Delivery	Installation Requirement (if any)
1	Desktop Comupter	54	Office of the Director, DUIET, Dibrugarh University, 786004	Yes
2	Laptop Computers	4	Office of the Director, DUIET, Dibrugarh University, 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, initialling, 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 Sealed Quotation containing Technical and Financial Bid with PAN/TAN and GST Certificate. The sealed envelope must be superscribe with the NIQ Number, Material/ Service Name quoted for, Contact Number and Email ID of the Bidder.
5. Quotation shall remain valid for a period up to 30 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:

Payment Description	Expected Delivery Period (in Days)	Payment Percentage
Satisfactory Delivery & Installation	45	90 %
Satisfactory Acceptance	45	10 %

10. Liquidated Damages will be applied as per the below:  
Liquidated Damages Per Day Min %: 0.01  
Liquidated Damages Max %: 10
11. All supplied items are under warranty of **36** months from the date of successful acceptance of items and AMC/Others is **Yes**.
12. You are requested to provide your offer latest by **12:30** hours on **07-Feb-2020**.
13. Detailed specifications of the items are at Annexure I.
14. Training Clause (if any) **Required**
15. Testing/Installation Clause (if any) **Required**
16. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for. The same must be available in the company website.
17. Sealed quotation to be submitted/ delivered at the address mentioned below, **Dibrugarh University Institute of Engineering & Technology, Dibrugarh University, Dibrugarh, Assam- 786004., Assam**
18. We look forward to receiving your quotation and thank you for your interest in this project.

  
22/01/2020  
(Prof. Pramathesh Bhattacharyya)  
Director, DUIET,  
Dibrugarh University  
**Director**  
**Dibrugarh University Institute**  
**of**  
**Engineering & Technology, DU**

**Annexure I**

<b>Sr. No</b>	<b>Item Name</b>	<b>Specifications</b>
1	Desktop Comupter	Intel 9th Generation Processor: Intel® Core™ i7-9700 (8-Core, 12MB Cache, up to 4.7GHz with Intel® Turbo Boost Technology) Organization Logo on Bios: Yes Chipset: H370 Expansion Slots (PCIe x 1) :3 Expansion Slots (PCIe x 16):1 Graphics Type: DDR5 Graphics Graphic Memory:2 GB or Higher Operating System:(Pre-Loaded) Windows 10 Professional certified by OEM as Authorized Partner Type of RAM: DDR 4 RAM Size (GB): 8GB RAM Expandability upto (GB): 32 RAM Speed (MHz):2666 Hard Disk (GB): 1 TB SATA Cabinet: Tower Cabinet Volume (Litres): Max 15 Internal Bays: 2 DIMM Slots (Number) Connectivity: Wireless Network Connectivity: 10/100/1000 on board Integrated Gigabit Port USB Port 2.0 (Number): 4 USB Port 3.0 (Number): 4 Serial Port: False Parallel Port: False VGA: False HDMI: True Display Port: True Monitor Size (INCHES): 19.5-inch upto 21.5 inch Monitor Resolution (PIXELS): 1920 x 1080 @ 60 Hz Monitor Port: DP VGA Monitor Certification: ENERGY STAR, EPEAT Gold4, CECP, TCO, Power Supply (Watt): Minimum 260 Watt Minimum Power, Efficiency (%): 85% efficient PSU ROHS Compliance: Yes TPM: 2.0 BEE / Energy Star for the given Model: True Required features: Desktop management system by OEM, Tool -Less Chassis, At least Single 4k Display Support; Chassis Intrusion switch. Organization Logo on Bios, Optical Mouse, Standard Keyboard, Optical Drive DVD R/W, Internal Speaker, TRUE, 3 years onsite warranty
2	Laptop Computers	Intel Core i5 - 8250 U Processor or higher, Organization logo on BIOS, Intel/Nvidia Graphics, DDR 4 RAM with 8 GB or higher, Expandable RAM up-to 32, RAM Speed (MHz) :2400 or higher, 500 GB SSD (NVMe) Hard Disk Drive Size , Windows 10 Professional certified by OEM as Authorized Partner, USB 2.0 or higher (No.): 2 or More, USB Type C:Yes, HDMI Port Required, Network Connectivity :Ethernet Gigabit 10/100/1000, Wi-Fi Connectivity: 802.11 a/b/g/n, Bluetooth: 4.0 or higher, Display: Non Touch, Display Size: 13.3 Inch to 14 Inch, Display Resolution: 1920 x 1080, ROHS Compliance, Finger Print Reader, Webcam (HD or Better), Optical Drive, Trusted Platform Module Enabled :Yes, Backlit Keyboard, Carry Case Included, Battery Type (Li-Ion/Li- Polymer),Built-in Battery Warranty 1 Year, On Site OEM Warranty (Year):3

**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. \_\_\_\_\_