

## INVITATION FOR QUOTATION

Package Code: TEQIP/PROJ88/03

Current Date: 30-Jan., 2020

Method: National Shopping

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	Laptop	1	45 Days	For Pantnagar	No

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. **Qualification Criteria: The bidder/ supplier should have**
- I. A minimum of 3 year's experience of supplying similar items.
  - II. A turnover of Rs. 50 lacs at least once in last three years.
  - III. Not been blacklisted by any Govt. Institution/ Organization
4. Quotation,
- 4.1 The contract shall be for the full quantity as described above.
  - 4.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
  - 4.3 All duties and other levies payable by the supplier under the contract shall be included in the unit price.
  - 4.4 Applicable taxes shall be quoted separately for all items.
  - 4.5 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.
  - 4.6 The Prices should be quoted in Indian Rupees only.
5. Each bidder shall submit only one quotation.
6. Quotation shall remain valid for a period not less than **40** days after the last date of quotation submission.
7. The quotation should include the following information
- i) Report on financial status (balance sheet and auditor's report for the past three year)
  - ii) An affidavit for not been black listed by any Govt. Institution/Organization.

- iii) Authorization Certificate from the OEM/Principal (if bidder/supplier is not an OEM) assuring full guarantee and warranty obligations during the liability period, for the goods offered.
- iv) The list of clients duly supported by copies of Purchase Orders, Installation and performance report signed by the purchasers/ users.
- v) Details of service/support centers located in India.
8. Evaluation of Quotations,  
The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which
- 8.1 are properly signed ; and
- 8.2 Confirm to the terms and conditions, and specifications.
9. The Quotations would be evaluated for all items together.
10. 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.
- 10.1 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.
- 10.2 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.
11. Payment shall be made in Indian Rupees as follows:  
**Satisfactory Acceptance-100% payment after Satisfactory Installation.**
12. All supplied items are under warranty of **36 months (In case of software purchase the 36 months warranty include free of cost updations/ upgradations & Technical assistance)** from the date of successful acceptance of items.
13. You are requested to provide your offer latest by **14:30 hours on 20 Feb., 2020**
14. Detailed specifications of the items are at Annexure I.
15. Training Clause (if any) **Training on operation and handling of equipment/ software ----- free of cost as per Department requirement.**
16. Testing/Installation Clause (if any) **Full installation and testing/ demonstration ----- free of cost**
17. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
18. Sealed quotation to be submitted/ delivered at the address mentioned below,

**Dr. Mayur Agarwal/ Head ECE**  
**College of Technology**  
**GB Pant University of Agriculture & Technology**  
**Pantnagar- 263145 (Uttarakhand)**

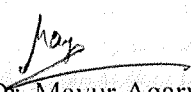
Provide following information on the top of the envelope:

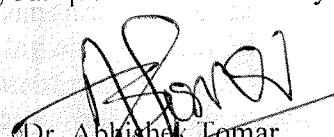
**Name of Equipment:**

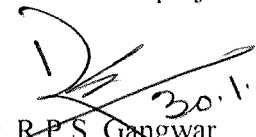
**Package Name:**

**Due Date of quotation closing:**

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

  
 Dr. Mayur Agarwal  
 Assistant Prof., TEQIP  
 ECE, CoT Pantnagar

  
 Dr. Abhishek Tomar  
 Associate Prof.  
 ECE, CoT Pantnagar

  
 Dr. R.P.S. Gangwar  
 Head  
 ECE, CoT Pantnagar

**Annexure I**

Sr. No	Item Name	Specifications
1	Laptop	<ul style="list-style-type: none"><li>• Processor Make: Intel</li><li>• Processor Generation : 8th /Better</li><li>• Processor: Core I7</li><li>• Graphics card</li><li>• Operating System (Pre-Loaded): Windows 10 Professional 64bit with OEM Certificate</li><li>• Type of RAM: DDR4, 8 GB</li><li>• Hard Disk (GB): 1TB SATA</li><li>• USB Port3.1 (Number): 1 or more</li><li>• USB Port 2.0 (Number): 1 or more</li><li>• HDMI Port: 01,</li><li>• On Site OEM Warranty: 3 Years</li><li>• Specifications must be complied by the respective OEM on his letter p</li></ul>

**FORMAT FOR QUOTATION SUBMISSION**

(In letterhead of the supplier with seal)

To: \_\_\_\_\_

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

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: \_\_\_\_\_