



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament
Deoghat, Jhalwa, Allahabad-211012 (U.P.) INDIA

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Ref no. IIIT-A/DR(S&P)/262/2017
Date: 10/10/2017

Enquiry Letter

M/s.

Ph. No.:

Sub: Quotation for Purchase of Computer's Hardware & Accessories

Enquiry issue date: 10/10/2017

Last submission date: 30.10.2017 at 12:00 Noon

Dear Sir,

Institute intends to purchase the **Computer's Hardware & Accessories** for which quotations are invited as per details given in below:-

Sl. No.	Item	Make	Unit Rate (Rs.)	Amount (Rs.)	GST (Rs.)	Total Amount (Rs.)
1.	SMPS- (AC input 230V, 50-60Hz, 3-4A, 450W For Computer Desktop)	Simmtronix / Umax / Frontech / Zebronics / Specify if Any other.				
2.	RAM- (For Desktop System) - 4GB DDR3	Simmtronix / Umax / Scan Disk / Specify if Any other				
3.	MOBILE HDD- 1 TB with USB Connection	Segate				
4.	CMOS Battery- (Desktop Mother Board Battery)	Maxell / Duracell / Panasonic				
5.	Pen Drive (Storage capacity - 16GB)	HP / SONY / Scan Disk/ Specify if Any Other				
6.	Desktop RAM Tester	Innoventions / CST / Vintage				
7.	Desktop Mother Board Tester	Melissa / Optimal / Specify if any other				
8.	DVD (RW)-	Sony / Moserbaer / Specify in any other.				
TOTAL						

You are requested to submit the quotation by courier/speed post with complete details of specifications, terms & conditions, warranty/guarantee etc. **up to 30/10/2017 at 12:00 Noon**. Quotations duly sealed in envelope superscripted "**Quotation for Purchase of Computer's Hardware & Accessories**" may be dropped in the tender box placed in the office of the Joint Registrar (S&P), IIIT-Allahabad. Basic rate, taxes and freight charges etc. must be quoted separately. Quotation should be addressed to **Joint Registrar (S&P), IIIT-Allahabad, Deoghat Jhalwa, Allahabad-211012**.

Terms & Conditions:

1. Rates inclusive of GST rates as applicable should be quoted separately.
2. F.O.R destination at IIIT-A, Jhalwa Campus, Allahabad.
3. Quoted rates should be valid at least for 60 days.
4. Quotation must be quoted in prescribed format.
5. Payment will be made within fifteen days after delivery and specification.
6. May feel free to contact on e-mail info.purchase@iiita.ac.in. Ph. No: 0532-2922051.
7. Kindly quote & attach a copy of your income tax PAN No. / GST no. etc. mandatory on the quotation raised by you. If PAN no. not quoted, 20% TAX will be deducted at source.
8. The lower rate will not be the basis of claim to get the order.
9. If the supplied items not found according to the specifications and quality as per order, it will not be accepted.
10. Supply of the above items must be completed within 2 weeks from the date of receipt of the order. If the supply delayed beyond the stipulated time of completion of the supply, penalty of 1% per week or maximum 10% of the total cost may be imposed at the discretion of the competent authority.
11. Quantity may increase or decrease, payment will be made on the actual basis as per quoted rates.
12. It is mandatory to mention enquiry reference number, subject, due date contact address etc on your quotation. Incomplete quotation will not be accepted.
13. Director, Indian Institute of information Technology, Allahabad reserves the right to reject or accept any tender.
14. All disputes are subject to the jurisdictions of Allahabad.


(Dr. Seema Shah)
Joint Registrar (S&P)

- Copy to: Hon'ble Director for kind information.