



AIDC/P&D/PMFME/OFFICE EXPENSES/5243

Date: 17-07-2021

SHORT NOTICE INVITING QUOTATION

Assam Industrial Development Corporation Ltd. (Govt. of Assam Undertaking) invites sealed quotations from registered supplier / supply agencies for Supply & Installation of Desktop Computers, Printers. The interested parties may submit their quotation in prescribed format in sealed cover. Details of item are as follows:

Sl No.	Description of items	Quantity (In Nos.)
1.	Desktop Computer	09
2.	Printer	02

Important Notes to the Bidder:

Sealed quotations are invited from authorized supplier / supply agencies (Preferable ACER / HP / LENOVO/ DELL) for supply and installation of Desktop Computers, Printers at Assam Industrial Development Corporation Ltd. (Govt. of Assam Undertaking) as per list attached / given in “Annexure - A”. Quotations should be submitted within 7 days from 17-07-2021 by 05:00 P.M. at Assam Industrial Development Corporation Ltd. Tender document can be downloaded / from the Corporation website at URL Link: <http://www.aidcltd.com> .

1. Losses or damages in transit will be to the account of the supplier. The supplier may if he/she so desires get the goods insured and include such charges in the tendered rate.
2. The rates should be inclusive of GST and other charges (if, any) and shall not be overwritten in the price schedule. The rates shall be quoted both in figures and words. The tender should be signed by the authorized signatory of the firm.
3. No payment will be made in advance for any supplies under this tender. The valid documentary proof of Registration of Firm/Authorization, GST Registration No. & details of Income Tax registration (PAN) should be submitted along with the quotation.
4. The Corporation reserves the right to verify/seek confirmation of all original documentary evidence submitted by the vendors in support of the tenders, specifications for eligible criteria. In case any information furnished by vendor is found false/incorrect, the tender will be rejected.
5. Delivery and installation of the items are to be completed within 10 days from the date of the issue of purchase order. If delivery does not happen within 10 days, the corporation reserve the right to cancel the PO.

6. Normally the payment shall be made to agency within 15 days from the date of successful installation of equipment & subject to submission of proper Invoice along with warranty and installation certificate duly signed by supplier and concerned official of the Corporation. Payment will be released through online bank transfer as such copy of cancelled cheque is required along with Invoice.
7. Compliance of all statutory requirements will be the sole responsibility of the agency/ Bidder.
8. Last date for submission of tender will be considered the next working day if due to any reason the date of tender is declared as closed holiday for whatsoever reason.

Sd/-
(Dy. General Manager, Technical)

(To be filled by the Vendor/Bidder)

1. Name of the quoted equipment(s):
2. Name of the Vendor :
3. Full Address of the Vendor :
4. Telephone/Mobile No./Email :
5. Fax No. (If any) :
6. Registration No. of Firm :
7. PAN :
8. GST Registration No. :

(Signature)

Annexure - A

Technical specifications to be filled by the bidder

(1)

Particular – Desktop Computer

Quantity required – 09 nos.

Sl. No.	Items	Details specification	Make / Model (Preferable ACER / HP / LENOVO/DELL)	Compliance (Yes / No)	Remarks
1.	CPU (inbuilt wifi facility)	Intel Core i5 processor, 10 th Generation			
2.	Memory	8 GB RAM			
3.	Hard Disk Drive	1 TB HDD			
4.	Monitor	19.5'' LED			
5.	Keyboard	USB			
6.	Mouse	Optical Mouse USB			
7.	UPS	600 VA			
8.	Warranty	1 Year			

(2)

Particular – Printer

Quantity required – 02 nos. (01 no Laser Jet multifunction printer and 01 no Colour ink tank printer)

Sl. No.	Items	Details specification	Make / Model (Preferable Epson / HP/ Cannon)	Compliance (Yes / No)	Remarks
1.	Type	Multifunction (Print/Scan/Copy/Fax)			
2.	Standard Interface	USB 2.00 High Speed			
3.	Tonner	Separate drum technology and toner			
4.	Paper Size	A3/A4			
5.	Connectivity	Wireless connectivity			

6.	Warranty	1 Year			
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