

INVITATION FOR QUOTATION

14-Dec-2016

MNRE, GOI Project: 31/46/2014-15/PVSE-R&D/ Dated: 28/09/2016

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,

Sl. No.	Brief Description	Quantity	Delivery Periods (in days)	Place of Delivery	Installation Requirement (if any)
01	Workstation (HP Z840 or equivalent)	02	20	Department of Civil Engineering	Yes

2. Ministry of New and Renewable Energy, Government of India has awarded a Project and sanctioned funds to Prof. Hassan Irtaza, Department of Civil Engineering, 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 quotation.
5. Quotation shall remain valid for a period not less than **55** 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:

On Completion - 100% 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 **31-Dec-2016** .

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

13. Training Clause (if any) **No**

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

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,

Principal Investigator, MNRE Project, Department of Civil Engineering, Z.H. College of Engineering & Tech. Aligarh Muslim University, Aligarh-202002, UP

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

18. The bidder should have registration as supplier with Aligarh Muslim University or must have DGS&D Registration/ registration with any Central Govt. organization.

19. **Quoted amount should be in Indian Rupees only.**

Note: Please indicate the quotation reference no. (given at the top of page 1 of this letter) on the quotation envelope.

(Authorized Signatory)
Prof. Hassan Irtaza
Principal Investigator
MNRE Project

Annexure - I

Sl. No.	Item Name	Specifications	
01	Workstation	Model	HP Z840 or equivalent
		Processor	Intel Xeon E5 2640 v4, Core: 10 core Dual Processor (Total 20 cores, 40 thread), Cache: 25 MB each or higher end processor
		Hard Drive	2 TB SATA 7200 rpm 6Gb/s expandable at least 8 TB (integrated raid support 0,1,5) minimum 4 internal bay
		RAM	64 GB DDR4 with minimum @1600 MT/s expandable up to 128 GB
		Graphics Card	4 GB NVIDIA
		Monitor	LED 19 inch
		Key Board and Mouse:	Standard Keyboard and mouse
		CD/DVD	Blue Ray Burner
		Integrated Ethernet Card	Integrated Ethernet Gigabit card
		Warranty	3 years onsite comprehensive
		Operating Systems	latest and genuine operating system (OEM licensed), certificate of authenticity required
		Make	Dell/HP/Lenovo

FORMAT FOR QUOTATION SUBMISSION

(In letterhead of the supplier with seal)

Date: _____

To:

Sl. No.	Description of goods (with full specification)	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)
Total Cost							

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: _____