INVITATION FOR QUOTATION

14-Dec-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,

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Brief Description</th>
<th>Quantity</th>
<th>Delivery Periods (in days)</th>
<th>Place of Delivery</th>
<th>Installation Requirement (if any)</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Workstation (HP Z840 or equivalent)</td>
<td>02</td>
<td>20</td>
<td>Department of Civil Engineering</td>
<td>Yes</td>
</tr>
</tbody>
</table>

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

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

To:

Date:____________

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) | 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: ______________