

CENTRE FOR DISTANCE EDUCATION
SNDT Women's University

Sir Vithaldas Vidyavihar, Juhu Tara Road,
Santacruz (W), Mumbai - 400 049. INDIA.



दूरस्थ शिक्षण केंद्र,

श्री. ना. दा. ठा. महिला विद्यापीठ
सर विठ्ठलदास विद्याविहार, जुहू तारा मार्ग,
सांताक्रुज (प.), मुंबई - ४०० ०४९, भारत.

Tel.: 91-22-26609829 / 26607758 / 26608193 / 26608176 • E-mail : cde@sndt.ac.in • Website : www.cde.sndt.ac.in

CDE/24/2022-23/

Date: 25/05/2022

Subject: Quotation from agencies for Annual Maintenance Contract to keep the 16 computers, 14 printers and 1 laptop (Comprehensive AMC with resident engineer) at Centre for Distance Education, S.N.D.T. Women's University, Sir Vithaldas Vidyavihar, Juhu Campus, Santacruz (W), Mumbai – 400 049.

Madam/Sir,

Sealed quotation are invited for Quotation from Agencies for Annual Maintenance Contract (Comprehensive AMC with resident engineer) for Computers, Printers and Laptop at Centre for Distance Education, S.N.D.T Women's University, Sir Vithaldas Vidyavihar, Juhu Campus, Santacruz (W), Mumbai – 400 049. Interested vendors are requested to submit their quote in the format given in Annexure 'A' on company letter head. Quotation should be submitted to **The Director, Centre for Distance Education, S.N.D.T Women's University, Sir Vithaldas Vidyavihar, Juhu Campus, Santacruz (W), Mumbai – 400 049** on or before 15 days from date of notice.

Terms and Conditions

1. Centre for Distance Education, S.N.D.T Women's University, Sir Vithaldas Vidyavihar, Juhu Campus, Santacruz (W), Mumbai – 400 049, reserve the right to reject any or all quotations without assigning any reasons thereof.
2. Previous experience of working with the institution would be considered.
3. The decision of the University – CDE mandagement will be final.


(Dr. Smriti Bhosle)
Director

(Offer should be filled on Company letter head)
Annexure 'A'

To,
The Director,
Centre for Distance Education,
S.N.D.T Women's University,
Sir Vithaldas Vidyavihar,
Juhu Campus, Santacruz (W),
Mumbai – 400 049.

Subject: Quotation from agencies for Annual Maintenance Contract to keep the 16 computers, 14 printers and 1 laptop (Comprehensive AMC with resident engineer) at Centre for Distance Education, S.N.D.T Women's University, Sir Vithaldas Vidyavihar, Juhu Campus, Santacruz (W), Mumbai – 400 049.

Respected Sir/Madam,

With reference to subject cited above we would like to express our compliance for the Qualifying Criteria and Scope as below.

We comply with the following Criteria as required in this engagement.

Sr. No.	Qualifying Criteria	Enclosed and attested (Y/N)	Enclosed Document Page No. (1,2 etc)
1	Should have handled projects with the above scope in any Educational Institution with minimum 16 computers, 14 printers and 1 laptop in LAN network and hardware work order. Work orders should be attached for the experience.		
2	Should hold a valid PAN		
3	Should have valid GST Number		
4	Should have valid ISO 9001:2015		
5	Onsite support resident engineer (ONE No.) with minimum 2 years relevant experience.		

We comply with the following scope as required in this engagement.

Component	Items	Activities	Compliant (Y/N)
Hardware	Computer		
	Printer		
	Laptop		

I hereby acknowledge that the information provided above is correct.

Signature:

Date:

Designation:

Out rates for mentioned scope are below:

Scope of works (specifications)	Rate per Unit (INR)	GST (INR)	Amount (INR)	Total Estimated Cost (NR)
Comprehensive AMC of 16 Computers 14 Printers 1 Laptop With resident engineer				

1. The rate is inclusive of all charges.
2. GST amount is to be mentioned clearly in the quotation.
3. The final quantity may vary at the time of issue of purchase order.
4. The rate validity will be upto 30 days from the date of submission deadline.

All the terms and conditions given in notification are studied thoroughly and accepted fully.

Thanking you,

Yours truly,

Name of the Company

Signature of the proprietor

Date:

Note : Please enclose

1. Self-attested GST number copy,
2. Self-attested PAN copy,
3. Declaration on the company letter head if GST is not applicable.