

SNDT Women's University
Knowledge Resource Centre,
Pune Branch

Maharshi Karve Vidya Vihar,
Karve Road, Pune - 411 038.



श्रीमती ना.दा.ठाकरसी महिला विद्यापीठ
ज्ञानस्त्रोत केंद्र,
पुणे शाखा
महर्षी कर्वे विद्या विहार,
कर्वे रस्ता, पुणे ४११०३८.

Invitation of Quotations for purchase of Desktop computers

Ref. No:

Date: 4th October, 2022

Sealed Quotations are invited for the supply of Desktop Computers to be required at BMK-Knowledge Resource Centre (University Library), Pune campus.

The suppliers are advised to study all technical and commercial aspects, instructions, terms and conditions carefully in the document. Failure to furnish all information required in the quotation may result in the rejection of the quotation, The University reserves the right to reject the quotation in whole without assigning any reason thereof"

Name of Item	Quotation for Purchase of Desktop Computers
Venue of Submission	BMK Knowledge Resource Centre, Pune Branch SNDT Women's University, Maharshi Karve Vidya Vihar, Karve Road, Pune 411038
To be Addressed to:	Director, BMK Knowledge Resource Centre
Contact Telephone	020-25439153 / 022- 25448383
Deadline of submission	20 th October 2022

Tel. No. Direct 020-25439153/25448383 Email: librarypune@sndt.ac.in Website: sndt.ac.in

Instructions:

- *Dates mentioned here, are scheduled dates for the University Activities. Any changes in dates of submission and processing shall be notified in Tenders / Quotations' section on the University website (sndt.ac.in) below the respective quotation.
- To view Quotation Notice, kindly visit following website of SNDT Women's University, Mumbai: sndt.ac.in
- Quotations should clearly mention all **Technical Specifications** mentioned in this document.

The quotations are invited for the following products:

Detailed Specification Brand: _____ Model No.: _____

Configuration of Desktop Computer (with Preloaded Windows O.S)			
Sr. No.	Feature	Specifications	Qty (In Nos.)
1.	Processor:	Core i3	10
2.	RAM:	8GB	
3.	HDD:	512GB with SSD	
4.	Monitor:	18.5" LED	
5.	Operating System:	Windows 11 Home Edition	
6.	Keyboard:	Multimedia	
7.	Mouse:	Optical	
8.	Warranty :	3 years	
9.	Other	Essential supporting tools provided by vender side	

The proof of the same is attached herewith:

The quotations are invited in two parts under Three Envelop System. Technical envelop shall be enclosed and sealed in **Envelop No.1**. Schedule of Rates shall be filled in and enclosed in **Envelop No.2**. Both the sealed envelopes shall be kept in **Envelop No.3** which shall be big enough to contain two envelopes. On each envelop name and address along with contact number of bidder shall be written. On the top of it envelop name of the bidder should be mentioned.

Envelop No.1:**The envelope must contain:**

1. Covering letter with details of bidders: address, name of proprietor, telephone number and/or mobile number, email ID, name, signature and seal. In case of partnership firm - name and address of the partners and copy of Partnership Deed.

2. Type of business entity: manufacturer/authorized dealer/reseller, any other (to be specified)
3. Certified copy of GST registration.
4. PAN Card No.
5. List of main clients (minimum 3)
6. Work experience Certificate/ Delivery Challan (at least from one client)
7. The details about technical specifications of product should be submitted in the prescribed format as follows on the letterhead of the bidder or with the bidder's seal and signature.

Envelop No.2:

The envelope must contain:


The financial bid may be submitted in the prescribed format as above on the letterhead of the bidder

Desktop (Brand Name / Model Number)	Rate per Unit (in Rs)	Taxes (in Rs)	Qty (total 10)	Total Cost (in Rs)

General Conditions:

- The rate must be inclusive of all charges. Taxes are to be mentioned clearly in the quotation.
- Authorization letter from the manufacturer, authorized dealer, or any other (to be specified).
- The final quantity may vary at the time of issue of purchase order.
- **Free delivery** is required at **BMK-Knowledge Resource Centre, Pune Branch, SNDT Women's University, Maharshi Karve Vidya Vihar, Karve Road, Pune 411038.**
- The rate validity will be up to 45 days from the date of submission deadline.
- The vendor should adhere with all seriousness to the time schedule provided by the BMK-KRC.
- Packing and transport charges, transit insurance will be inclusive in the quoted rate.
- Penalty will be levied to the maximum LO%, if the contract value for the delay in supply of the material or deficiency in the service as per the rules prescribed in the Maharashtra University Act, 2016 and the Maharashtra Universities Accounts Code.
- All necessary documents, manuals to be handed over to the concerned department.
- Packaging and transport charges, transit insurance will be inclusive in the quoted rate.

- Payments will be made within 15 days after successful installation. No advance will be paid. TDS will be deducted as per rule.
- The annual Maintenance Contract (AMC) after the warranty period should be included in the rate specifying the AMC for one /three / five years.
- University will issue Octroi Exemption certificate if required.



Dr. Vilas Jadhav
Deputy Librarian
SNDT Women's University
Knowledge Resource Centre
Pune Branch



Dr. Subhash Chavan
Director
SNDT Women's University
Knowledge Resource Centre, Mumbai