



Shreemati Nathibai Damodar Thackersey Women's University

1, Nathibai Thackersey Road, Mumbai 400 020

Tel: 26604706/ 22031879/22030948

**Invitation for Quotations
for Purchase of Computer**

Ref No:

Date: 25-07-2018

Sealed Quotations are invited for purchase of **Five (5) Computer Intel 7th Generation Core i3 (3.4 GHz Base Frequency) 3 MB cache or better RAM 4GB or higher HDD** to be installed at **Finance & Accounts Department** at **Churchgate 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 Five (5) Computer Intel 7th Generation i3 RAM 4GB
Venue of Submission	Department of Finance & Accounts Department SNDT Women's University, Mumbai 4000 020
To be Addressed to:	Registrar, SNDT Women's University, 1, N.T. Road, New Marine Lines, Mumbai 400 020
Contact Telephone	022 - 22031879
Deadline of submission	07-08-2018 till 5.00 PM

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:

1. Item 1:

Five (5) Computer Intel 7th Generation Core i3 (3.4 GHz Base Frequency) 3 MB cache or better RAM 4GB or higher HDD to be installed at Finance & Accounts Department at Churchgate campus and Centralized Unit Juhu Campus.

The quotations are invited in two parts under Three Envelop System. Technical envelope 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, 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, any others (to be specified)
3. Certified copy of GST registration
4. PAN Card No.
5. List of main clients (maximum 10)

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.

Item	Rate per unit (INR)	Taxes (INR)	Qty (total 6)	Total Estimated Cost (INR)
1.				

The rate must be inclusive of all charges. Taxes are to be mentioned clearly in the quotation.

The final quantity may vary at the time of issue of purchase order.

Free delivery, installation is required at the both the locations - 1 PC at Juhu Campus and 4 PC at Churchgate Campus.

The rate validity will be upto 45 days from the date of submission deadline.

All necessary documents, manuals to be handed over to the concerned department.

Packing and transport charges, transit insurance will be inclusive in the quoted rate.

University will issue Octroi Exemption certificate if required.

JMS
31.7.18

Registrar,
SNDT Women's University,
Mumbai

PB