

No.F.14-4/2014-NMMA  
Government of India  
Archaeological Survey of India  
National Mission on Monuments and Antiquities

G.E. Building, Red Fort, Delhi-6.  
Dated 11.03.2015

QUOTATION NOTICE FOR SUPPLY OF DESKTOP COMPUTERS AND LAPTOPS

The sealed quotations are invited by NMMA, New Delhi for supply of **Desktop Computers (10) and Laptops (2)** from the manufacturers or authorized vendors or Kendriya Bhandar/NCCF or any Govt. authorized society at the address as mentioned above as per the specifications and quantity given below:

**Desktop: Intel core i5, Operating System: Microsoft Windows 8 (pre loaded), RAM: 4GB DDR – expandable, HDD: At least 500 GB, Monitor: 19”LED, with keyboard, Optical Scroll Mouse with Mouse Pad, other necessary accessories and Driver software in Media, Antivirus Software with one year Subscription for each PC with 3 years Comprehensive Warranty (on site)**

**Laptop: Intel core i5, Operating System: Microsoft Windows 8.1. (pre loaded), Screen size: 15.6”, RAM: 8 GB, HDD: 1TB, Graphics: N156-GT DDR 3 4G, Antivirus Software with one year subscription for each laptop with one year comprehensive warranty (on site).**

Important dates:

- a) Last Date and time for Submission of Quotation: The last date to submit sealed quotation is 18.3.2015 till 3.00 P.M.**
- b) Opening date of quotation: 18.3.2015at 3.00 P.M.**
- c) Address and place for submission of quotations: The quotations may be submitted in sealed envelop in the prescribed format (Annex-I superscribing ‘Quotation for supply of desktop/laptop computers addressed to The Director, National Mission on Monuments and Antiquities, GE Building, Red Fort Complex, Delhi-110006.

## **Terms & Conditions**

1. Price quoted should be inclusive of all applicable taxes and levies.
2. The office reserves the right to change the quantity as per its requirement at any stage. Further the Office reserves the right to place order either of all the items or only some of above items. The supplier shall have no right to claim any compensation in such case.
3. Delivery should be within 1 week from the date of receipt of order for supply.
4. The supplier may be asked to submit the suitable test certificate to conform the specifications mentioned above.
5. Sealed quotation should reach on or before date as mentioned above.
6. The Office reserves the right to reject any or all quotations without specifying any reasons thereof.
7. In case of delay, penalty at the rate of 0.5% per day of the ordered value shall be charged (maximum penalty up to 5% of the order value can be deducted). If the delay is more than 10 days the order shall stand cancelled.
8. Payment will be done after installation.
9. Warranty: (i) Desktop: Three years for the system as well as the accessories and (ii) Laptop: One year for the system as well as the accessories
10. All dispute should be within the jurisdiction of Delhi.
11. The Vendor has to submit documentary proof of Sales Tax/PAN etc.
12. No advance payment shall be made by the office.
13. The Vendor has to submit performance security for Rs. 50,000/- in the form of Demand Draft in favour of DG, ASI, payable at New Delhi that will be returned to vendor without interest after proper verification of computers/laptops supplied as per the configuration/Quality of the computers.
14. Quotations submitted without performance security DD shall be rejected out rightly.
15. If vendor does not supply the computers as per the configuration no payment will be made and performance security will be forfeited.
16. Rates once submitted cannot be changed and valid for at least one year from the date of contract.

(Dr. Meena Gautam)  
Director  
Tel.No.23252603  
Email: dirnmm.asi@gmail.com

**QUOTATION FORMAT****Sub: Quotation for “Supply of desktop computers and Laptops”****For desktop computers**

Sl. No.	Name of the manufacture (Brand)	Rates (in Rupees)	
		In Words	In Figures
1			
2			
3			
4			
5			

**For Laptops**

Sl. No.	Name of the manufacture (Brand)	Rates (in Rupees)	
		In Words	In Figures
1			
2			
3			
4			
5			

Any other information :

(Signature of vendor/supplier with  
Stamps of the firm/Company)**Date:** .....**At :** .....