



**National Institute of Technology, Meghalaya
Bijni Complex, Laitumkrah, Shillong 793003**

INVITATION LETTER

Ref No.: NITMGH/TEQIP III/2019/Shopping/245

Date: 28-Nov-2019

Package Code: TEQIP-III/2019/nimt/106

Current Date: 28-Nov-2019

Package Name: NITMGH/TEQIP III/CC/006 (Desktop Pcs)

Method: Shopping Goods

To,

Sub: INVITATION LETTER FOR NITMGH/TEQIP III/CC/006 (Desktop Pcs)

Dear Sir,

You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given at Annexure I,

Sr. No	Item Name	Quantity	Place of Delivery	Installation Requirement (if any)
1	Desktop Pcs	40	National Institute of Technology Meghalaya, Bijni Complex, Laitumkrah, Shillong - 793003	Yes

1. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Programme [TEQIP]-Phase III** Project 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.

2. Quotation

- 2.1 The contract shall be for the full quantity as described above.
- 2.2 Corrections, if any, shall be made by crossing out, initialling, dating and re writing.
- 2.3 All duties and other levies payable by the supplier under the contract shall be included in the unit Price.
- 2.4 Applicable taxes shall be quoted separately for all items.
- 2.5 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.
- 2.6 The Prices should be quoted in Indian Rupees only.

3. Each bidder shall submit only one quotation.
4. Quotation shall remain valid for a period not less than **45** days after the last date of quotation submission.
5. Evaluation of Quotations: The Purchaser will evaluate and compare the quotations determined to be Substantially responsive i.e. which
 - 5.1 are properly signed; and
 - 5.2 Confirm to the terms and conditions, and specifications.
6. The Quotations would be evaluated for all items together.
7. 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.
 - 7.1 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.
 - 7.2 *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.*
8. Payment shall be made in Indian Rupees as follows:

Payment Description	Expected Delivery Period (in Days)	Payment Percentage
Satisfactory Delivery & Installation	30	10
Satisfactory Acceptance	30	90

9. Liquidated Damages will be applied as per the below:
 - Liquidated Damages Per Day Min %:1
 - Liquidated Damages Max %:10
10. All supplied items are under warranty of **24** months from the date of successful acceptance of items and AMC/Others is **As Application**.
11. You are requested to provide your offer latest by **14:30** hours on **16-Dec-2019**.
12. Detailed specifications of the items are at Annexure I.
13. Training Clause (if any) **Yes**

14. Testing/Installation Clause (if any) **Yes**
15. Performance Security shall be applicable: **0%**
16. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
17. Sealed quotation to be submitted/ delivered at the address mentioned below, **National Institute of Technology, Meghalaya, Bijni Complex, Laitumkhrah, Shillong 793003**
18. For authenticity/genuineness of the quoted product, the firm should be a reputable, well established and suppliers of the goods or services as part of their normal business.
19. **Technical Presentation:** If necessary then the authority may ask the technically qualified bidders to give full presentation or live demonstration of the Quoted equipment at NIT Meghalaya before finalization of the tender as a support of their specification.
20. Dealership Certificate: The bidder/tenderer should be either a manufacturer or authorized dealer of the foreign/Indian manufacturer. Dealers or Agents quoting on behalf of Manufacturer must enclose valid dealership certificate.
21. We look forward to receiving your quotation and thank you for your interest in this project.

[Handwritten Signature]
28/11/2019.

(Authorized Signatory)

Name & Designation

Coordinator
TEQIP- III
National Institute of Technology
Meghalaya

Annexure I

Sr. No	Item Name	Specifications												
1	Desktop Pcs	<table border="1"> <thead> <tr> <th>Component</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>1 Processor</td> <td>9th Generation Intel Core – i5 9400 or higher</td> </tr> <tr> <td>2 Chipset</td> <td>Latest Generation business class Chipset (B360/H370/Q370) compatible with the above processor with Integrated hardware Diagnostic tool in BIOS.</td> </tr> <tr> <td>3 Motherboard</td> <td>Motherboard make from the same Desktop OEM (OEM logo must be embossed in the motherboard).</td> </tr> <tr> <td>4 Memory</td> <td>Minimum 8 GB with support for expansion upto 64 GB or higher.</td> </tr> <tr> <td>5 RAM Type</td> <td>DDR4 with 2666 Mhz or higher.</td> </tr> </tbody> </table>	Component	Description	1 Processor	9th Generation Intel Core – i5 9400 or higher	2 Chipset	Latest Generation business class Chipset (B360/H370/Q370) compatible with the above processor with Integrated hardware Diagnostic tool in BIOS.	3 Motherboard	Motherboard make from the same Desktop OEM (OEM logo must be embossed in the motherboard).	4 Memory	Minimum 8 GB with support for expansion upto 64 GB or higher.	5 RAM Type	DDR4 with 2666 Mhz or higher.
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		6	DIMMs & Expansion Slots	4 DIMM Slots. Minimum 3 PCIe expansion slots
		8	Hard Disk Capacity and optical Drive	Min 1 TB with 7200 rpm or higher. Minimum DVD R/W drive
		9	Graphics	Integrated Graphics (UHD / 4K).
		10	Network	10/100/1000 on-board integrated Network Port.
		11	USB / VGA Ports (Integrated in the motherboard)	Min 8 USB ports Integrated VGA and 2 Display Port : Minimum 1 no each ; Should be easily accessible.
		12	Audio	Integrated Audio controller with Internal speaker
		13	Cabinet	SFF (less than 9 ltrs)
		14	SMPS	Minimum 85% energy efficient power supply and should be capable of supporting fully configured PC.
		15	Operating system	Windows 10 Professional
		16	Security	TPM 2.0
		17	Monitor / Display	19.5" display ,LED Backlight, minimum resolution 1600 x 900(Same OEM)
		18	Keyboard	Standard full size keyboard (Same desktop OEM make)
		19	Mouse	Standard USB Optical mouse (Same desktop OEM make)
		20	Certification and Compliance	Windows 10 Professional and Linux for the quoted desktop model EPEAT India for the quoted desktop model ROHS for the quoted desktop model. Minimum Energy Star 5.0 & TCO Certification for Monitors and quoted Desktop model OEM ISO 9001 and 14001 Certified India Unit (Proof of Certification of India unit to be submitted).
		21	Warranty	3 years onsite comprehensive OEM warranty (OEM supplied model warranty must be visible in the website in respect to each product serial number)
		22	Manufacturer Authorisation Format	Manufacturer or OEM should issue MAF specific to this tender. OEM can support only one vendor.

FORMAT FOR QUOTATION SUBMISSION
(In letterhead of the supplier with seal)

Date: _____
To: _____

Sl. No.	Description of goods \ (with full Specifications)	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)
Total Cost							

Gross Total Cost (A+B): Rs. _____ (Amount in figures)

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. _____ (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. _____