



OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH

No. DU/NIQ-2020/4569

Date: 16/06/2020

Short Notice Inviting Quotation

Sealed quotations are invited from reputed firms/suppliers/ vendors for supply and installation of Office Equipments at Dibrugarh University as per particulars mentioned below. The quotations will be received in the office of the undersigned on or before 26/06/2020 upto 11:00 A.M. and will be opened on the same date at 11:30 A.M. in the presence of the intending quotationers or their authorized agents.

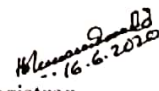
Sl. No.	Particulars	Preferred Brand	Qty.
01	<u>Desktop Computer:</u> Specs: Intel Core i3 9100 (9 th Gen.) Processor, 4GB DDR4 RAM, 1TB HDD, 21.5" Monitor, DVD Writer, Bluetooth, Keyboard, Mouse. Win 10 Licensed Operating System with 600 VA UPS	HP/Dell/Lenovo	01 No.
02	Laptop (i5/1TB/8GB/Win10)	HP/Dell/Lenovo	01 No.
03	All-in-One Laser Printer	HP/equivalent	01 No.
04	Ink-Tank Colour Printer	Canon/equivalent	01 No.
05	Short Throw Projector	Epson/Hitachi/Benq	01 No.
06.	1 KVA Offline UPS	APC/Luminous/ equivalent	01 No.
07.	Presentation Pointer	Logitech/equivalent	01 No.

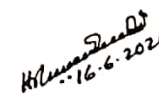
Terms and Conditions:

1. No separate quotation paper will be issued from the office. Quotation should be submitted in the Supplier's Letter Pad with supporting documents.
2. The University reserves the right to accept or reject any or all the quotations without assigning any reason.
3. The quotation should be addressed to the "Registrar, Dibrugarh University, Dibrugarh – 786004" super scribing the Quotation Notice Number on the envelope.
4. In the event of any kind of holiday, the quotations shall be opened on the next working day.
5. Any kind of Taxes/GST (if any) or any kind of installation or other charges must be clearly indicated in the quotation.
6. The tendering firm must have proper PAN/GST No. and the same shall have to be enclosed with the quotations.
7. The quantity mentioned above may be increased or decreased at the time of placing order as per requirement.
8. The items should be delivered at site, i.e. Dibrugarh University.
9. Payment shall be made only after receipt of materials in good condition.
10. The tendering firm must have a permanent establishment at Dibrugarh.

Copy to:

1. Dibrugarh University Website.
2. Notice Boards.
3. Office File.


16.6.2020
Registrar
Dibrugarh University 16/06/2020


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