

ASSAM SCIENCE TECHNOLOGY & ENVIRONMENT COUNCIL
(Department of Science & Technology, Govt. of Assam)

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Date: 03/04/2017

NOTICE INVITING QUOTATIONS

Sealed quotations along with non-refundable I.P.O. of Rs.20.00 (Rupees twenty) or Court fees Rs. 8.25/- or D.D. of Rs. 20/- in favour of Director, ASTEC are invited by the undersigned from Manufacturer/Dealer/ Authorised Agents for supply and installations of the items mentioned below. The offer should contain detailed feature of the items. The quotation should reach to the undersigned on or before 12 noon of 21.04.2017 and the same will be opened at 2 p.m. on the same day. The rate of all the articles should be quoted inclusive of all applicable taxes (i.e., T.D.S., VAT, etc), duties and transportation etc.

Items to be supplied:

Sl. No.	Item	Quantity	Description/Technical Specification
1.	MS Office Home & Business 2016	3 nos.	• Word 2016, Excel 2016, PowerPoint 2016, OneNote 2016 and Outlook 2016
2.	Webcam	3 nos.	• Built-in mic with noise reduction • Video capture: Up to 1280x720 pixels • Photos: Up to 3.0 megapixels • Fitting on laptop, LCD or CRT monitors • USB connectivity
3.	External Hard Disk Drive	1 no.	• 1TB storage capacity • USB 3.0 connectivity

Terms & Conditions

- Valid PAN No and GRN/TIN No. are to be maintained clearly (evidences are to be attached herewith) otherwise quotation will be rejected.
- Article will be supplied within 10 days and as per our requirement from the date of issue of the supply order.
- 100% payment will be made on supply and satisfactory installation.
- Guarantee/Warranty for a period of at least 1 year from the date of installation.
- Branded products will be given preference.
- The rates should be quoted in rupees inclusive of all taxes i.e., T.D.S. & VAT etc. and other applicable charge (if any). Applicable tax will be deducted at source for which necessary tax deduction certificate will be issued to the supplier as and when asked for.
- Rates should be valid for 6 months from the date of the notice inviting quotations.

Handwritten signature in blue ink.

- Any disputes what so ever will be confined under the jurisdiction of Gauhati High Court, Guwahati only.
- The director ASTEC reserves the rights to accept any offer that would be advantageous to the council or reject any or all quotation without assigning any reason thereof.
- Dealer certificate should be enclosed along with the quotation papers.

Director
ASTE Council

Copy to:

- 1) Dy. F.A.O. – *for information and necessary action.*
- ✓ 2) Nodal Officer, website, ASTEC – *for uploading the notice.*
- 3) Notice Board- *for circulation.*


03.04.17
Director
ASTE Council