



NATIONAL UNIVERSITY OF EDUCATIONAL PLANNING AND AD MINISTRATION
17-B, Sri Aurobindo Marg, New Delhi-110016

Note: Please quote your reference No. and address your quotations and all future correspondence to The Registrar, NUEPA at the above printed address.

F.No. 37-2/2013-14/GA
December 24 , 2013

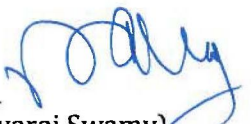
Sub.: Notice Inviting Quotation for Supply of Laptops

National University of Educational Planning and Administration is a University under the Ministry of Human Resource Development of India. The University intends to procure the following item(s):

Sl. No.	Name of Item with specification, if any	Quantity
1	Laptops as per enclosed detailed technical specifications.(Annexure-I)	20
2	Port replicator/Docking Station with USB ports , Display Ports and DVD Drive compatible with the above laptop	20

You are requested to furnish quotation for the above items as per the format enclosed in Annexure-II in a sealed envelope superscribing "Quotation for supply of laptops" addressed to the Registrar, NUEPA to reach on or before 10th January 2014.

Yours faithfully,


(Basavaraj Swamy)
Registrar

Terms and Conditions

1. Address of the firm submitting the quotation and the officer to whom the quotation is addressed, must appear distinctly on both the cover. The following should be superscribed on the cover of the quotation:

“QUOTATION FOR SUPPLY OF LAPTOPS”

LAST DATE & TIME FOR SUBMISSION : 10th January 2014 upto 11:00 AM
DATE AND TIME OF OPENING : 10th January 2014 at 03:00 PM

2. **Certificates:**
 1. Authorization letter from the OEM indicating that you are their channel partner, failing which your offer will not be considered.
 2. Copy of PAN, CST/VAT, Service tax registration certificate
3. **Validity:** Quoted rates must be valid for 90 days
4. **Delivery:** Delivery of goods at NUEPA will have to be done within a period of 30 days from the date of issue of the Purchase Order. The firms failing to deliver goods as per schedule may be debarred from further dealings with this University. Part payment for part delivery will not be allowed.
5. **Literature:** Technical literature/drawing and design of the quoted equipment is a must.
6. **Payment:** Payment will be made within 30 days from the date of delivery of goods and materials in satisfactory and working condition at NUEPA by Account Payee cheque. In case the payment is to be made by Demand Draft – draft charge being to the supplier's account.
7. **Warranty:** Warranty will normally be at least for 12 months from the date of successful installation of equipment. However, rates covering 36 months warranty are also to be quoted.
8. **After Sales Service:** The name and address of the nearest available authorized center to NUEPA in New Delhi should be stated in the quotation.
9. Quotations received by email/fax will not be accepted.

(Authorized signatory with office seal)

Annexure-I**Technical Specification of Laptop:**

		Compliance(YES/NO)
Operating System	Genuine Windows 7 Professional	
Processor Name	Intel Core i5	
RAM	Minimum 4 GB	
HDD	320 GB to 500GB	
Graphics Accelerator	HD Graphics	
Display	Less than 14 Inches	
Network	10/100/1000	
HDMI	HDMI Out X 1 (3D Supported)	
SD Memory Card Slot	SD Memory Card	
Wireless LAN	Required	
Bluetooth	Required	
Camera	HD Web Camera	
Touchpad	Touchpad	
Battery Life	Minimum 6 Hours of use in one time full charge	
Weight	Not more than 1.7 Kg.(including the supplied battery)	
Port Replicator/Docking Station with USB ports , Display Ports and DVD Drive		

(Authorized signatory with office seal)

Price Bid-Laptop

PRICE-BID

Sl. No.	Item	Make and model	Quantity	Unit Rate	Discount, if any	Taxes	Total
1	Laptop		20				
2	Port replicator/Docking Station with USB ports , Display Ports and DVD Drive compatible with the above laptop		20				
Grand Total							

(Authorized signatory with office seal)