

**NORTH-EASTERN HILL UNIVERSITY
DEPARTMENT OF ARCHITECTURE
SHILLONG -793022, MEGHALAYA**

NIQ. No: NEHU/B.Arch/Tender/2024/2935

Date: 03/09/2024

Sealed quotations of prices are invited from vendors who are eligible for repairing of the items listed below:

SL. NO.	COMPONENTS
1.	Canon ImageRUNNER 2520
2.	Canon ImageRUNNER 2004N
3.	HP Slimline Desktop
4.	HP Pro 330MT i53470
5.	Plotter & scanner (Canon imagePROGRAF MFP iPF 671)
6.	LG 54 inch Display Unit
7.	Dell Optiplex 9020
8.	Dell Optiplex 3046


Dr. B. Swer
Teacher In Charge
Department of Architecture
NEHU, Shillong



Terms and Conditions:

1. Quotations have to be submitted in Indian Rupees only. If goods are to be imported, the quotations shall include all charges for customs clearance, clearing agent fees, landing port handling charges, insurance etc. and onward transportation of the goods from the port/airport of landing for door delivery in the Department of Architecture, NEHU, Shillong.
2. All documents submitted should be self-attested with seal of the bidder.
3. Bidder must enclose an OEM specification sheet of the model quoted in the bid.
4. Bidder must unconditionally accept all terms and conditions stipulated in the tender document and all pages of the bid including all enclosures should be numbered and must be duly filled in, signed and stamped by the bidder or his authorized representative. Offers received without signature and seal on all pages are liable to be rejected.
5. Validity of Quotation: Quoted rates must be valid for 120 days from the date of quotation.
6. Price for each item should be quoted for one (1) unit, and must be inclusive of all taxes. No TA will be paid for the delivery of the items.
7. Items to be procured and the quantity for each item(s) will be decided by the DPC.
8. Warranty: The quoted equipment and components must be warranted for a minimum of one year. (Wherever Applicable)
9. Equipment breakdown: Any Equipment breakdown must be attended to within 72 hours during the warranty period of the equipment free of cost.
10. The GST rates should be as per directives issued by government of India for supply of equipment's to the Government institutions.

The sealed quotations are to reach the office of the undersigned latest by 17th September 2024 at 12.00 PM. The suppliers/vendors are instructed to clearly quote the specifications of the items and terms and conditions regarding after sales services.


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