

**Centre for Professional Development of Teacher Educators
School of Education,
North- Eastern Hill University, Shillong – 793022**

Sealed quotation of prices are invited from suppliers/vendors for the item listed below:

Sl. No.	Item	Specification	Quantity
1.	Desktop Computer	HP-200 G4/Processor Core i5 -10210U/ RAM 8GB RAM DDR4/HDD1 TB/ODD Yes/ Screen Size 21.5" FHD/ Graphics UMA/ KBM Wired/ Others 2x2 802.11ac, Bluetooth 5/ OS Win 10 Home/ 3 years onsite warranty	5

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 Center for Professional Development of Teacher Educators, NEHU, Shillong.
2. All documents submitted should be self-attested with seal of the bidder.
3. 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.
4. Validity of Quotation: Quoted rates must be valid for 120 days from the date of quotation.
5. Warranty: The quoted equipment and components must be warranted for a minimum of one year.
6. All the quotations must be supported by the printed technical data sheet/ literature and the specifications mentioned in the quotation must be reflected/ supported by such printed technical data sheet/literature. The model no. and specifications quoted should invariably be highlighted in the data sheets/ literature for easy reference.
7. Equipment breakdown: Any Equipment breakdown must be attended to within 72 hours during the warranty period of the equipment free of cost.
8. Training: If required, free training is to be provided to the personnel on the operation, maintenance and trouble shooting of the supplied items.
9. After Sales Service: Vendor should clearly state the available nearest after sales service facilities in the North eastern Region, without which the offer will be rejected.

10. Dealership Certificate: The bidder/tenderer should be either a manufacturer or authorized agent of the foreign/Indian manufacturer. Dealers or Agents quoting on behalf of Manufacture must enclose valid dealership certificate.
11. The GST rates should be as per directives issued by government of India for supply of equipments to the Government institutions.

The sealed quotations are to reach the office of the undersigned latest by **17th December, 2020** at **1:00 P.M.** and the same shall be opened on the same day at 1:30 P.M. The suppliers/vendors are instructed to clearly quote the specifications of the items and terms and conditions regarding after sales services. They can also send their representatives to witness for of opening of the quotations, if they wish.



(B.P. Sahu)

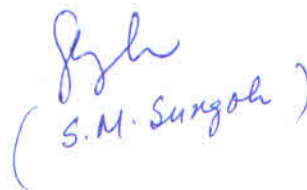
Project Coordinator
(PMMMNTT)

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School of Education
North- Eastern Hill University, Shillong

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(S.M. Sangoh)

Project Coordinator
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