

No.: 04/DEAN ADMN /17-18

Date:- 28 th July, 2017

NOTICE

Sealed quotations are invited from the vendors/suppliers/Dealers for Branded Computer for the IEST, Hospital as per details given below.

1) Specification of Branded Computer :-

Microprocessor :-	Intel Pentium Quad core.
Memory, standard :-	4 GB RAM Quad core.
Hard drive :-	500 GB
Monitor :-	19.5 Inch. LED.
Keyboard :-	USB
Mouse :-	Optical
Operating system :-	Windows 10 Lic.
Pre-installed software :-	Microsoft Office 365 Academic Version.
Warranty :-	Principals Warranty.

The quotation should drop in the drop box at the Purchase section of the Dean Administrative Affairs Department (5th Floor), IEST, Shibpur between 11.00 am to 1.30 p.m. & 3.30 p.m. to 5.30 p.m. (week day) latest by 07th August, 2017, 14.00 Hrs.

Terms & Conditions:

1. All rates quoted should be inclusive of all taxes, levies & duties. The rates should be quoted both in figures and words. Request for inclusion of any tax/levy etc. latter stage will not be entertained.
2. Transportation, Packing, Forwarding and Insurance Charges if any to be charged should be specifically indicated.
3. The materials are to be supplied /delivered at the Institute Campus.
4. No Advance Payment can be made.
5. The work should be completed within stipulated period as indicated in the work-order. A Liquidated damages @ 0.5 % of the value of work-order will be imposed if the order is not executed within the stipulated period.
6. Bills in Triplicate should be presented for payment within 15days of supply/completion of work.
7. The Order no. is to be noted on both Challan & Bill.
8. All bills are to be accompanied by order copies and challans as received.
9. Payment will be made within 60 days of Submission of proper bills, challans etc. by A/c payee cheque, no Cash payment will be made under any circumstances.

DEAN
ADMINISTRATIVE AFFAIRS

Copy to : All Notice Board

A copy of this notice may be displayed on the Institute website.