

INVITATION FOR QUOTATION

Sub: RIT-Kottayam –TEQIP – Purchase of items to the maintenance of Laptops - Quotation-Invited- Reg

Sealed quotations are invited for the supply of items for maintenance of Laptops (as per list attached) in Computer Science & Engineering department specified in the schedule attached below/overleaf. The rates quoted should be for complete maintenance of the item at the place mentioned below the schedule. The necessary superscription, due date for the receipt of quotations, the date up to which the rates will have to remain firm for acceptance and the name and address of officer to whom the quotation is to be sent are noted below. Any quotation received after the time fixed on the due date is liable to be rejected. The maximum period required for delivery of the articles should also be mentioned. Quotations not stipulating period of firmness and with rate variation clause and/or 'subject to prior sale' condition are liable to be rejected.

The rate quoted should be inclusive of all taxes, duties, cesses, etc. which are or may become payable by the contractor under existing or future law or rules of the country of origin/supply or delivery during the course of execution of the contract.

Special conditions, if any, printed on the quotation sheets of the tenders or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.

Superscription	: Quotation for the purchase of items to the maintenance of Laptops
Quotation No.	: No.RIT/TEQIP/FF/Qtn/002/2021
Due date and time for receipt of quotations	: 29/01/2021, 11.30 am
Date and Time for opening Quotation	: 29/01/2021, 1.30 pm
Date up to which the rates are to remain firm for acceptance	: 31/12/2021
Designation and address of Officer whom the quotation is to be addressed.	: The Principal ,Rajiv Gandhi Institute of Technology, Kottayam



(Authorized Signatory)

List of item required

1. Package No .of Laptops - TEQIP-II/KL/KLGO4/33

Sl.No.	Items required	Qty
1	Batteries for HCL ME Laptops	15 Nos.
2.	Keypads for HCL ME Laptops	10 Nos.
3.	Maintenance	10 Nos.

Terms & Conditions

- 1.Rate should be quoted in all items
- 2.Payment will be made after the satisfactory completion of the supply and verification by the department



(Authorized Signatory)

PRINCIPAL
RAJIVGANDHI INSTITUTE OF TECHNOLOGY
KOTTAYAM