

To,

Leading Edge Pvt. Ltd.  
 Sidhshree Computronics Pvt. Ltd.  
 Pulse Systems  
 Softech Surya India Pvt. Ltd.  
 Rishi Computers

**Sub: Request for quotation for 5 nos. of desktops, 5 UPS of 650 VA, 4 nos. of entry level LaserJet printer & 1 no. of HP LaserJet MFP**

Dear Sirs,

Rural Electrification Corporation Ltd (A Govt. of India Enterprise) intends to procure 5 nos. of desktops, 5 nos. of 650 VA UPS, 4 nos. of HP LaserJet 1020 printer & 1 no. of HP LaserJet 3055 MFP in the Corporate office, SCOPE Complex, 7 Lodhi Road, New Delhi -3. You are hereby requested to provide us the best rates as are offered to Govt. organization in the following format. Your offer should be submitted in a sealed envelope addressed to the undersigned so as to reach us superscribed as above subject on or before 3:30 PM on 11/06/2007 and to be opened on same day at 4:00 PM.

Sl. No.	Item	Qty.	Unit Price (in Rs.)	Taxes (in Rs.)	Total price inclusive of tax (in Rs.)
1	<b><u>HP Desktop (dx2280)</u></b> <ul style="list-style-type: none"> <li>• Processor: Pentium Dual Core 2.8 GHz or higher with 2MB L2 cache</li> <li>• Chipset: Intel 945 or better</li> <li>• RAM: 512MB DDR2</li> <li>• HDD: 160GB SATA</li> <li>• Combo Drive (DVD ROM + CD RW)</li> <li>• 100/1000 NIC</li> <li>• FDD/Keyboard/Optical Scroll Mouse</li> <li>• 15" TFT Color Monitor</li> <li>• 4 USB Ports (2 Front 2 Back)</li> <li>• Preloaded Win XP Profession with CD, licenses</li> <li>• Antivirus: 60 days license</li> </ul>	5			
2	HP LaserJet 1020	4			
3	HP LaserJet 3055 MFP	1			
4	APC ES 650VA UPS	5			
<b>Grand Total (inclusive of taxes)(in Rs.):</b>					
<b>Grand Total (inclusive of taxes) (in word):</b>					

- All above should have 3 years comprehensive on site warranty except UPS battery which is for 2 years.
- All sealed envelopes should be dropped in a Tender Box kept at Reception counter, REC Limited, Core 4, SCOPE Complex, 7, Lodhi Road, New Delhi by the scheduled date and time mentioned above.
- The lowest quote bidder will be arrived at by evaluating the Grand Total.
- The above quantities are indicative and may vary based on actual requirement while execution of work. The payment would be made as per actual.
- All desktop computers should be supplied with proper company warranty seal from the manufacturer.
- Vendors are required to quote for all items. In case of not quoting any line item, the highest price quoted for the line item will be taken for the purpose of commercial evaluation, but the lowest price quoted in the line item will be taken for the purpose of issuing of order and payment.

### **Terms and Conditions**

- **Payment terms:**
  - 80% on successful supply and delivery of all the above items.
  - Balance 20% after installation, commissioning and final acceptance by REC of the above item and on submission of Bank Guarantee for balance 20% value of the order valid till warranty period of 3 years with a grace period of 2 months indemnifying the purchase against all loss incurred during the warranty/guarantee period.
- **Penalty on late delivery:**
  - Failure to supply or commission all or some equipments on or before the stipulated date will entail a penalty equal to 0.5% of the value of the contract price per week/part their off subject to maximum of 10% of total contract value.
  - In case of delay in compliance with the order beyond 10 days of the stipulated time period, REC will have the right to cancel the order.
- **Delivery time** – Within 1 week of acceptance of purchase order.
- **Acceptance of PO** – Within 3 days of receipt of purchase order.
- **Commissioning Date** – Within 1 week from the date of delivery.
- REC reserves the right to procure a subset or super set of items.
- The vendor shall be responsible for successful supply, installation, commissioning and onsite comprehensive warranty maintenance of the items

This offer must not be construed as commitment on our part for purchasing any or all the items from you.

Yours faithfully,

Sd/-  
(P.K.Mukopadhyay)  
DGM(IT)