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Army Institute of Nursing  
Guwahati  
C/o 151 Base Hospital  
Basistha Temple Road  
Guwahati-781029


205/AIN/INST/IT/24-25

02 Apr 2024

**CALL FOR QUOTATION FOR SUPPLY OF IT EQUIPMENT**

1. Army Institute of Nursing, Guwahati invites quotations for the supply of various IT equipments for the Institute. The specifications of the IT equipments is attached as appendix-I.
2. Quotation is hereby asked as per the specifications. The rate quoted must be inclusive of GST applicable, installation and delivery in the Institute.
3. Quotation in sealed envelope titled as "**QUOTATION FOR IT EQUIPMENT FOR AIN GUWAHATI**" is to be dropped in the Quotation Box kept in the office of AIN, Guwahati, C/O 151 Base Hospital, Basistha, Guwahati-781029 by 20 April 2024 before 12 pm. The sample of a quotation is attached for your ready reference.
4. Payment will be made through the local cheque by this Institute on submission of the bills subject to installation, demonstration and acceptance of the IT equipments.
5. The warranties must be applicable as per the existing policy of the company in vogue. Further the supplier must ensure after sale services, technical support etc. free of cost for the warranty period as given by the company (min 06 month).
6. In addition to that, the supplier is liable to rectify any defect/faults due to unskilled/casual installation.
7. Any defective, damaged or wrong product, store or item will be not accepted by the Institute and the same must be replaced with item, store or product as specified in the quotation.
8. This quotation is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. Further the Buyer also reserves the right to withdraw the quotation, should it become necessary at any stage.
9. The District Court, Kamrup (M) shall alone have the jurisdiction to decide any dispute arising out of or in respect of the contract.



  
Kumar Arup Narayan Dev  
Col (Retd)  
Registrar & HoA  
AIN Guwahati

Enclosed: As above



**SAMPLE OF QUOTATION (FORMAT)**

**LETTER HEAD SHEET**

Quotation No.: \_\_\_\_\_

Dated: \_\_\_\_\_

To  
**The Registrar & HoA**  
**AIN Guwahati**

**Subject: Quotation for the supply of IT equipments.**

Respected Sir,

As per your call for quotation letter No. 205/AIN/INST/IT/24-25 dated 20 April 2024, Quotation for the subject work is forwarded for your consideration and necessary action please.

Sr. No.	Particulars	A/U	Qty	GST %	Rate (in Rs)	GST Amount (in Rs)	Total Amount (in Rs)
1	<u>Laptop make: HP</u> Laptop , 12th Gen Intel Core i7, FHD, 16GB DDR4, 512GB SSD, Intel Iris Xe Graphics,	No	01				
2	<u>Desktop make: HP</u> 12th or 13th Gen Intel Core i7 Processor, Microsoft Windows 10 or Windows 11 Home, 8-16 GB of RAM, 512 GB solid state drive, Integrated or discrete graphics processor capable of 1440 X 900 resolution, or better (1920 X 1080 or 1200 ideal, 13" - 17" display, Wi-fi, HDMI, VGA , Built-in audio or soundcard, and speakers,	set	01				
3	Ms Office Software 10 users	No	01				
4	Antivirus software 35 users Make: Quickheal	No	01				

**Term & Conditions:**

- (a) Rates are inclusive of GST and all other charges.
- (b) Technical service/support warranty from the supplier minimum for a year.
- (c) Delivery at the supplier's risk.
- (d) Delivery within 15 days from the issue of work order.
- (e) Validity of rates will be for 90 days.

With Regards

***(Seal and Signature)***  
Proprietor/Partner/Owner

**(NOTE: ENCLOSED GST REGISTRATION CERTIFICATE ALONG WITH THE QUOTATION)**

