

Invitation of quotation
for
Supply of Laptop & Printer
At
Ponda Municipal Council, Ponda - Goa

Inquiry No.: : PMC/ADMN/ICT/5785/2018-19

Inquiry Issue Date : 28th February, 2019

Last Date of Submission : 11th March, 2019 at 03:00 PM.

Date of Opening : 11th March, 2019 at 03:30 PM.



Ponda Municipal Council

Ponda – 403 401, Goa

Tel: 0832- 2312512, email: info-pondamc.goa@nic.in

www.pmcgoa.com



CHIEF OFFICER
PONDA MUNICIPAL COUNCIL

- J) Quotations qualified by such vague and indefinite expressions such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly. Any conditional quotation shall be rejected summarily.
- K) **Delivery Period** –within 08 days from Purchase order.
- L) **Liquidated Damage:** - If the supplier fails to deliver the material on or before the stipulated date, then a penalty at the rate of 0.5 % per week of the total order value shall be levied subject to maximum of 10% of the total order value.
- M) **Payment Terms:** Payment will be only after satisfactorily delivery / commissioning of material and after inspection by the Ponda Municipal Council.
- N) **Disputes:** -In the event of any dispute or disagreement arising between the contractors and any other department of Ponda Municipal Council with regards to the interpretation of “Terms & Conditions” of this inquiry, the same shall be referred to the Chief Officer, Ponda Municipal Council whose decision will be final and binding upon the contractor.
- O) Ponda Municipal Council reserves the right to increase or decrease quantity and / or amount of work. Decision of Quantity of material in the Ponda Municipal Council will be final in this regard.
- P) Ponda Municipal Council reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the Ponda Municipal Council will be final in this regard.

2. **Special Terms & Conditions:**

- A) Bidder must quote the product as per specification provided in Annexure 1.
- B) Catalog must be attached with quotation for technical evaluation.
- C) The supplier may be asked to arranging demonstration of their equipment for which rates have been quoted, to the Ponda Municipal Council, if required. The expenditure incurred for demonstrating the items will be borne by the supplier.

Encl.: Annexure 1 (Specification)

Annexure 2 (Format of price bid)




Chief Officer

Annexure 1**Technical Specification for Lenovo Laptop Required Qty.: 01 Nos.**

Make	Ideapad 330
Processor Make	Intel
Processor Generation	7 th
Processor	Intel Core i3
Operating System	Windows 10
Type Of Hard Disk Drive	SATA
Hard Disk Drive Size	1 TB
Hard Disk Drive Speed	5400 rpm or higher
Type Of RAM	DDR 4
RAM Speed	2133 MHz
RAM Size	4 GB
Expandable RAM	16
Wi-fi Connectivity	802.11 ac
Bluetooth	4.0 or higher
Display Size	15.6 Inch
Display Type	Non Touch
Hard Disk Warranty	1 Year with a option to Buy Addl. 2 Yrs Warranty
Battery Warranty	1 Year with a option to Buy Addl. 2 Yrs Warranty
Warranty	1 Year with a option to Buy Addl. 2 Yrs Warranty
Carry Case	Included

Technical Specification for Printer Required Qty.: 01 Nos.

Model	HP LaserJet 126nw
AIO functions	Print, copy, scan
Print Speed (A4)- Mono	20 PPM
Warranty	1 Year(s)


CHIEF OFFICER
PONDA MUNICIPAL COUNCIL



[On the letterhead of firm]

ANNEXURE "2"
PRICE BIDFORM

To,

Chief Officer
Ponda Municipal Council
Ponda - Goa.

Dear Sir,

1. I/We Submitted the quotation for Enquiry No. "QUOTATION FOR SUPPLY OF LAPTOP & PRINTER AT PONDA MUNICIPAL COUNCIL AGAINST THE INQUIRYNO. PMC/ADMN/ICT/5795/218-19" DUE ON 11.03.2019 03.00 PM for Supply of Laptop & Printer at Ponda Municipal Council".

2. I/We thoroughly examined, understood and accepted terms & conditions given in the enquiry document, failing which my quotation will be rejected out rightly.

3. I/We hereby offer to supply at the following rates.

S. No	Particular	Qty	Quoted Make with Model No.	Price/Unit Exclusive of TAX (INR)	GST/ VAT/ CST/ST/ Other taxes	Price/ Unit Inclusive of TAX (INR)	MRP
1.	Supply of Lenovo Laptop	01 Nos.	Ideapad 330				
2.	Supply of Printer	01 Nos.	HP Laser Jet 1020 Plus				

Note:

- 1) Bidder must quote the product as per specification provided in Annexure 1.
- 2) Catalog must be attached with quotation for technical evaluation.
- 3) The supplier may be asked to arranging demonstration of their equipment for which rates have been quoted, to the Ponda Municipal Council, if required. The expenditure incurred for demonstrating the items will be borne by the supplier.

Date _____

Place _____

(Signature of Authorized Person) _____

(Name) _____

Name of Firm/Company/Agency _____

Phone No. _____

Email: _____




CHIEF OFFICER
PONDA MUNICIPAL COUNCIL