



Agartala Govt. Medical College
Department of Community Medicine

F.No.26(24)/CM/AGMC/OST/2024-25/459

Date: 13/5/25

Notice Inviting Quotation

Notice inviting quotation in sealed cover is hereby asked by the PI of the project the reputed firm/authorized distributor/agent/Dealer/Supplier Manufacturer for Supply of Essential Computer/Desktop items for use in the project namely "OST".Rate should be quoted in the prescribed format enclosed with the Notice.

The last date of receiving quotation is up to 4 p.m of 20-05-25 by registered post/ Speed post/ Courier services.

List of the items for which rate quotation has to be asked is mentioned below: .

SL. No	Name of the article	Specification/ Company	Quantity	Specification	Rate
1.	Desktop/Computer	ISI marked	1	Intel Core i3 -12400 , H610 MBD , 8GB DDR4 RAM , 512 GB SSD , USB Mouse & USB Keyboard, 21.5" LED Monitor, windows 11prof , 03 years onsite warranty	
2.	Printer	ISI marked	1	Print , Scan , Copy , Printing Resolution 4 800, Ink Tank Printer , Print Speed 5PPM, Paper Size A4, A5, B5, Letter, Legal, Scanner Type Flatbed, Scanning Method CIS, Optical Resolution 600 x 1 200dpi, Copy Document Size A4 / Letter, wifi , 01 year warranty	
3.	UPS	Standard quality	1	Capacity (VA) 600 , Voltage Range 140~300Vac, Nominal Frequency 50 Hz,Weight 3.8 kg,01nos Lead Acid Battery , UPS warranty 02 years, Battery Warranty 01 year	

Terms and Conditions

1. Quotation in sealed cover address to the P.I of the project, should reach on or before 4.00 PM of 20/05/25 by Speed Post/Courier/Registered Post only.
2. Quotation received after stipulated date & time will be rejected.
3. On the top of envelope, Supply of essential computer items for use in "OST Project" Department of Community Medicine AGMC should be mentioned and Quotationer's full name and address with phone should also be mentioned on the envelop.
4. The quotation should mention the rate of each item distinctly. Correction over use of correcting fluid in the figure, words will not be entertained/ accepted.
5. The rate should be quoted inclusive of all GST and supply should be made on F.O.R. door delivery basis.
6. The quotation should accompanied with up to date -Trade License,VAT registration certificate, Professional Tax clearance Certificate and PAN Card.
7. The evaluation of the bids should not be based on criteria on lowest cost alone but the quality should also be considered.
8. No enhancement in rates within the validity period of contract will be entertained.
9. The Quotation will remain valid up for one year from the date of approved rate signed and undersigned has reserved right to extend the validity for further period in consultation with the successful quotation.
10. Supply should be completed within 07(seven) days from the date of issue of supply order.
11. A penalty @ 1% of total value must be charged for every week or part of week delay beyond the stipulated period.
12. Income Tax will be deducted from the bill at the time of payment as per Govt. Rule.
13. If any items supply is found to be standard quantity, the quantity "Not of Standard quantity items" supply should be taken back and fresh stock at own cost of supplier.
14. In case of legal dispute the Jurisdiction will be the High Court of Tripura, Agartala.



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