

BY REGISTERED

Our Ref: HBO/ADMN/1:1
2012

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Dear Sirs,

Kind attention to Shri Tarun Mehata.

It is proposed to purchase 10 computers at the estimated cost of 4.0 lakhs as per the configuration listed in the Annexure-I, for which we are inviting quotations only from computer manufacturers. We request you to send us your closed quotation for one compute (desktop) with sealed cover to the undersigned, super scribing as "Quotation for computers" along with the declaration as per Annexure-II.

Last date for submission of quotations: On or before 16th January 2013
at 1500 hrs

Date of opening of the quotations: 16th January 2013 at 1530 hrs

The representatives attending the tender opening meeting should bring authorization letter.

The Bureau reserves the right to accept or reject summarily any or all quotation(s) in whole or in part without assigning any reason whatsoever.

Thanking you,

Yours faithfully,

(P.ARUNDHATI)
SO (Admn & Fin)

Encl: Annexure – I & II

**BUREAU OF INDIAN STANDARDS
(Hyderabad Branch Office)**

Specification and configuration of the computer – desktop

- Hardwares:
1. Processor: II Generation Intel core I5 or higher
 2. Memory Min 4 GB DDR3 RAM
 3. Hard Drive : atleast 320 GB 7200 rpm SATA drive
 4. Monitor ; atleast 18.5" LCD
 5. USB Drive : Minimum 6 nos. USB 2.0 or higher
with atleast 2 nos. in front
 6. Keyboard: Standard
 7. Mouse : Optical or latest technology
 8. Optical drive :DVD RW
 9. LAN (2 nos):10/100/1000 on board integrated and wireless LAN
 10. Bluetooth : Bluetooth latest
 11. SMPS: minimum 350 VA

- Software's:
1. Operating System : Windows -7 professional
 2. MS Office 2010 – Professional or later versions

The software's installed/ supplied should be supplied along with multi-user licence and media.

ANNEXURE II

Sub: Undertaking of Authenticity for Desktops and Server Supplies

Sub: Supply of IT Hardware/Software -- Desktops and Servers
Ref : 1. Your Purchase Order No. -----dated-----
2. Our invoice no/Quotation no. -----dated-----

With reference to the Desktops and Servers being supplied /quoted to you vide our invoice no/quotation no/order no. Cited above,---

We hereby undertake that all the components/parts/assembly/software used in the Desktops and Servers under the above like Hard disk, Monitors, Memory etc shall be original new components/parts/ assembly /software only, from respective OEMs of the products and that no refurbished/duplicate/ second hand components/parts/ assembly / software are being used or shall be used.

We also undertake that in respect of licensed operating system if asked for by you in the purchase order, the same shall be supplied along with the authorised license certificate (eg Product Keys on Certification of Authenticity in case of Microsoft Windows Operating System) and also that it shall be sourced from the authorised source (eg Authorised Microsoft Channel in case of Microsoft Operating System).

Should you require, we hereby undertake to produce the certificate from our OEM supplier in support of above undertaking at the time of delivery/installation. It will be our responsibility to produce such letters from our OEM supplier's at the time of delivery or within a reasonable time.

In case of default and we are unable to comply with above at the time of delivery or during installation, for the IT Hardware/Software already billed, we agree to take back the Desktops and Servers without demur, if already supplied and return the money if any paid to us by you in this regard.

We (system OEM name) also take full responsibility of both Parts & Service SLA as per the content even if there is any defect by our authorized Service Centre/ Reseller/SI etc.

Authorised Signatory

Name:

Designation

Place

Date