



**OFFICE OF THE ACCOUNTANT GENERAL (AUDIT), MEGHALAYA,  
SHILLONG – 793 001**

No. EDP/1-46/Purchase/2015-16/32

Dated: 29<sup>th</sup> October, 2015

**NOTICE INVITING TENDER**

Sealed quotations are invited from local firms of Shillong/Guwahati for purchase of the following Items under DGS &D Rate Contract and buy-back thereof:

| Sl.No. | Item Name                          | Configuration                        |
|--------|------------------------------------|--------------------------------------|
| 1.     | Desktop PC (DGS & D rate (Item 34) | Intel Core i3, 4GB RAM, 500 GB HDD   |
| 2.     | UPS                                | 2 KVA Online and 625 VA              |
| 3.     | Network Switch                     | 24 Port –Cisco Switch                |
| 4.     | LaserJet Printer                   | Upto 14 ppm, 2MB Memory              |
| 5.     | Officejet                          | Upto 20 ppm - Black; -15ppm - colour |

**Buy-back items**

| Sl.No. | Item Name        | Configuration |
|--------|------------------|---------------|
| 1.     | Desktop PC       | HCL P4 PC     |
| 2.     | UPS              | 1 KVA/500 VA  |
| 3.     | LaserJet Printer | HP 1320/1020  |

1. Bidders are free to quote prices for one or more brands as per the DGS & D rate contract (Item No.34) inclusive of all taxes.
2. Quotation should be in sealed cover with superscription “**Quotation for Purchase and buy-back of Desktop/UPS**” and it should be addressed to the Sr. Deputy Accountant General (Admn.), O/o the Accountant General (Audit), Meghalaya, etc., Shillong – 793 001.
3. Buy-back rates for the HCL P4 PCs, HP Laserjet 1320/1020 Printers and 1 KVA/500VA UPS should be quoted separately. Before quoting the buy-back rate, if dealers desire, they can inspect these PCs, Printers and UPS installed in this Office on any working day.
4. The Head of the Department of this Office, the Accountant General (Audit), reserves the right to accept or reject any or all of the quotations and allot the supply order to any one or more tenderers without assigning any reasons.
5. Quotation should reach EDP Section of this Office by 15 November 2015. Quotations received after the date will be rejected.
6. No alteration of modification of the rates will be allowed after submission of the quotations and no representation whatsoever for enhancement of rates on the ground of increase in market prices or otherwise will be entertained.
7. The delivery time should also be mentioned in the quotation.
8. Articles supplied under the contract must conform to the approved quality and specification. Any sub-standard articles are liable to be rejected.

9. Attested copies of Sales Tax clearance Certificate must be furnished along with the quotation
10. Sales Tax Registration No./PAN No/VAT should also be indicated.

Sd/-

**Sr. Deputy Accountant General (Admn.)**

**Memo No. EDP/1-46/Purchase/2015-16/32-36**

**Dated: 29<sup>th</sup> October, 2015**

1. M/s Indian Export & Import Co., Shillong.
2. M/s Spectrum, Shillong
3. M/s Techweb, Shillong
4. M/s Nettrack Systems & Services, Guwahati.
5. Notice Board

  
**Sr. Audit Officer/Record**