



HOMI BHABHA NATIONAL INSTITUTE

Regd. Office: 2nd Floor, Training School Complex, Anushaktinagar, Mumbai 400 094

Telephone: 022-25597611

Ref: HBNI/581(71)/2021/02/85

February 08, 2021

To,

Dear Sir,

Sealed quotations are invited on behalf of the Vice Chancellor, HBNI for "Purchase of two Laptops including MS Office Home & Business version 2019, for Council Hall in HBNI, Mumbai" as per specifications in the attached **Annexure-A** and terms and conditions mentioned below:

- 1) Quotations should be submitted either by post or person to the HBNI's Central Office, 2nd Floor, Training School Complex, Anushaktinagar, Mumbai 400 094 HBNI latest by **22.02.2021 at 15.00 hrs** by placing it in a sealed envelope super scribing tender number and due date.
- 2) The quantities are tentative it can be reduced or increased as per requirement.
- 3) The amount of each item should be worked out and the requisite totals given.
- 4) The rate shall be inclusive of all taxes/GST but should be shown as a separate component.
- 5) The validity of the quotation shall be for a minimum period of 30 days from the date of opening of the quotations.
- 6) The vendor should not have been blacklisted by any Government Department / Agency.
- 7) The items shall be delivered in 30 days from the date of issue of Purchase Order.
- 8) **Warranty/Guarantee:** The items under this quotation shall be guaranteed for satisfactory performance against manufacturing defects and faulty workmanship for a period of 12 months from the date of final acceptance. If the item becomes defective during this period, the contractor shall be responsible for making arrangement for repair/replacement at his own cost.
- 9) **Payment:** 100% payment together with statutory levies shall be made within 30 days of receipt, final acceptance of the material ordered and on submission of satisfactory installation and commissioning certificate issued by the purchaser. Income Tax as applicable shall be recovered from the bill.

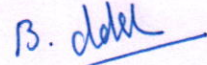
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- 11) Consignee: Administrative Officer – III, HBNI, 2nd Floor, Training School Complex, Anushaktinagar, Mumbai – 400 094.
- 12) HBNI reserves the right to accept or reject any or all tenders invited, without assigning any reason.

Thanking you

Yours faithfully,



(Dr. B. Chandrasekar)
Registrar

ANNEXURE – A

Sr. No.	Description	Qty	Cost per Unit (Rs.)	GST 18 % Per Unit (Rs.)	Total Approx. Cost (Rs.)
1	Intel Corei7 – 8265U 15.6-inch Laptop (detailed specifications attached in Annexure – B)	02 Nos.			
2	MS Office Home & Business 2019 (or) Latest version (Life time) with perpetual license only.	02 Nos.			
Total (Rupees _____ only)					