



**Department of Hindi, University of Kerala**  
**Kariavattom, Thiruvananthapuram-695581**  
**Phone No. – 0471 2308649 Email- hindideptkvtm@gmail.com**

**Quotation Notice**

No. HIN /Accounts /Purchase/Library/ PC/2022-23/1

Dated 27-10-2022

Competitive quotations are invited from reputed firms/ manufactures for Supply & Installation of All in One Desktop PC (One) - as per the minimum specification given below for the use in Department Library, Department of Hindi, University of Kerala, Kariavattom Campus.

1	Name of Item	Supply & Installation of All in One Desktop PC (1 Number)
2	Documents to be submitted	1. Data Sheet of the items and Compliance Statement 2. Details of warranty 3. Address and Details of the Firm 4. Financial Bid 5. Any other relevant information
3.	Last Date of receipt of Tender/ Bid closing	November 10, 2022- 03.00 P.M.
4.	Date and Time of Opening Tender	November 10, 2022- 03.15P.M.

**Technical Specification- All in One Desktop PC**

- **Processor:** Inter Core i3 10<sup>th</sup> Generation or Above.
- **Memory :** 8 GB RAM DDR4
- **Hard Disk:** Either 512 GB SSD or 256 GB SSD and 500 GB HDD.
- **Operating System:** Microsoft Windows 10 Home
- **Ports** Minimum 3 USB port, 1 HDMI, Audio Port
- **Monitor** 21.5 inch
- **Webcam** FHD camera with integrated microphones
- **USB Keyboard**
- **USB Optical Mouse**
- **Communication:** Integrated 10/100/1000 GbE LAN, Wi-Fi, Bluetooth
- **Warranty:** 3-year comprehensive On- Site Warranty
- **Preferred Brand** HP, Acer, Lenovo, Dell

**Terms and Conditions**

1. Incomplete & conditional quotations and quotations received after the due date will be summarily rejected without assigning any reasons thereof.
2. The Bidder shall quote price in clear terms and the specification of products. The rates quote must be inclusive of all taxes, cost of supply at site, warranty and installation charges etc.
3. The price should be quoted only in Indian rupees. The bid shall be typed and signed by the bidder.
4. All the documents mentioned above shall be submitted without fail.
5. **Validity:** - The Bid will be valid for 90 days from its date of opening. Further extension can be done by mutual consent.

6. **Delivery:** - The item should be delivered at Department of Hindi, University of Kerala, Kariavattom Campus.
7. **Installation and commissioning:** - The items shall be installed and commissioned at the Department of Hindi, University of Kerala, Kariavattom Campus.
8. **Payment:**-The University will release the payment only after inspecting the equipment and satisfy that the supply is as per the requirements. The payment will be made after successful completion of the supply on producing invoice in duplicate.
9. **Warranty/Guarantee:** - The supplier shall guarantee to repair/replace the items or its part –if found defective within the warranty period. The entire expenditure for repair/ replace the item in this regard shall be borne by the supplier.
10. **Service facility:** Supplier should mention their details of service setup and manpower in Kerala who are responsible for after sales support
11. In case of dispute arises; the decision of University authority shall be final and binding on bidders.
12. The undersigned reserves the right to reject or accept any or all the tenders received fully or partly without assigning any reason thereof.
13. General rules relating to purchase of materials/equipment will also applicable to this tender.
14. The cover may be superscripted with “Supply & Installation of All in One Desktop PC in the Department Library, Department of Hindi, University of Kerala, Kariavattom Campus” and also should be addressed to The HOD, Department of Hindi, University of Kerala, Kariavattom Campus.
15. The bids shall be opened at the office of the HOD, Department of Hindi, Kariavattom Campus, University of Kerala on Date mentioned above. If the above date of opening tender happens to be on a holiday or due to any other valid reason, the tender opening process will be done on the next working day or the day fixed by the undersigned.

Head

Department of Hindi, University of Kerala, Kariavattom campus.

Office Phone-0471-2308649, Mob- 9746790202,

Email- hindideptkvtm@gmail.com

Dr. S. R. Jayasree  
Professor & Head  
Department of Hindi  
University of Kerala, Kariavattom  
Thiruvananthapuram-695 581

