

No. 10(4)/2008-09/NMNH
Government of India/Bharat Sarkar
Ministry of Environment & Forests
National Museum of Natural History
 FICCI MUSEUM BUILDING,
 BARAKHAMBA ROAD, New Delhi-01

Dated: 5th December' 2009.

To,

M/s.....,

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Subject: Regarding supply of computer related parts to National Museum of Natural History

This office is interested to procure of the following computer related parts in order to installed computer to be functional. The details of the items are given below:

Sl.No	Name of Item	Make/specification
1.	RAM 512 MB (Laptop)	HP 6120nx
2.	POWER ADOPTER	EPSON SCANNER
3.	MONITOR 17" TFT	LG
4.	MOTHERBOARD	INTEL a. 845 b. 865 c. 915 d. 945
5.	HARD DISK	SEGAT a. 80 GB IDE b. 160 GB IDE c. 250 GB SATA
6.	RAM (Desktop)	DIGITAL a. 1 GB DDR II b. 512 MB DDR I c. 256 MB SD
7.	LAN CARD	INTEX
8.	DVD R/W	L.G
9.	S.M.P.S	AT & ATX
10.	MOUSE	LOGITECH
11.	KEYBOARD	LOGITECH
12.	ANTIVIRUS	QUICK HILL LATEST
13.	WINDOWS VISTA	MICROSOFT
14.	PEN DRIVERS 4 GB	TRANSCEND
15.	ADAPTER FOR SPEKERS	I.B.M
16.	D.C.UNITE	H.P.PRINTER 1010
17.	C.R.T	I.B.M.MOINTER
18.	E.H.T.	COMPAQ & L.G.MOINTER
19.	NEW CABLE FOR NETWORKING	D-LINK

NOTE: Rate should be quoted for each item for S.No. 1 to 18 and for S.No. 19 in per Meter with labour charges if any. These rates should be valid for one year from the

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date of awarding contract for supply of above items as per requirement. Warranty of each item should be mentioned along with warranty card if any.

TECHNICAL BID

The Contractor should have the following documents attached with the quotation:

- (a) Copy of the order for supply of above items, if any.
- (b) Proof of PAN.

TERMS AND CONDITION

1. The Quotation should be given on firm's letter head giving address, telephone number, Pan Number etc.
2. The firm should also furnish earnest money deposit amounting of Rs. 2,000/- (Rupees Five Thousand Only) in form of DD/Pay order in favour of P&AO, Ministry of Environment & Forests, New Delhi along with quotation. The amount of the earnest money deposit will be released to unsuccessful firms after the finalization of the contract. The EMD of the awarded firm will retain either till the complete supply of the items or as per the direction of the Director/NMNH.
3. No advance payment will be made. The approved contractor shall submit their bill (in triplicate) on completion of awarded job and payment will be made within three or four week after compilation of work/submission of bill.
4. The order can be terminated by this office at any time without assigning any reason, if the supplied items are not found as per make. In this connection, the decision of Director/NMNH shall be final and binding on the contractor.
5. The contractor or his authorized representative could be present at the times of opening of quotation, if they so desire.
6. It should be ensured by the firm that the work should be done as per specification; in case any discrepancy will later on found then penalty will impose on the firm as decide by the Director/NMNH under his discretion power.

Quotations should be in proper sealed cover superscripted as "Bid supply of computer related parts to National Museum of Natural History." This cover should contain two separate sealed envelopes one containing Technical Bid along with relevant documents and superscribed as "Technical Bid" supply of computer related parts to National Museum of Natural History." while the other sealed envelope should contain Financial Bid superscribed as "**Financial Bid supply of computer related parts to National Museum of Natural History**". The quotation should be addressed to Smt. Naaz Rizvi, Scientist C, NMNH, Ministry of Environment and Forests, FICCI Museum Building, Barakhamba Road, New Delhi so as to reach her latest by 2.00 P.M. on ,21st December' 2009 by post/by hand. The tender will be opened on the same day at 4.00 PM.

Yours faithfully,

(Smt. Naaz Rizvi)
Scientist C & Head of Office