

# **MAHATMA GANDHI UNIVERSITY**

## **Content Management Section**

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### **QUOTATION NOTICE**

No: CMS/02/LT&A/2018.

Dated 14.06.2018.

**Sub:- Purchase of Laptop and other peripherals for the use of Content Management section – Quotation Notice - Issuing of – reg:-**

Ref: (1). Circular No: Ad BIV/1/UPC/2016-17 F.Y/2016, dated 27.06.2016.  
(2). U.O. No: 4221/A3/4/2018/Admn, dated 24.05.2018.

Competitive Quotations are invited for the supply of following items to the General Store of the University, for the use of **University Content Management Section**, subject to the following Specification and conditions. The sealed envelope containing the quotation should be superscripted quotation subject and number and be addressed to the Section Officer, Content Management Section, Administrative Block, M.G. University, P.D. Hills P.O., Kottayam-686560 and given to the Administration Tapal section. The last date for receiving the quotations will be at **03.00 pm on 10.07.2018 (Tuesday)** and will be opened at **03.30 pm on this same day.**

Nos.	Items	Qty.	Specifications	Remarks
1.	Lap Top PC (with licensed Windows OS & Office)	01	<u>Processor</u> Intel® 6/8 generation Core™ i5 (min 2 MB Cache) <u>Memory</u> 4/8 GB DDR 3/4 1600MHz expandable up to 16GB with 2 DIMM slots <u>Hard Drive</u> Min 1 TB SATA (7200 Rpm) <u>Optical Drive</u> 8X or higher Slim DVD (R/W) drive <u>Graphics</u> Integrated Intel® HD Graphics <u>Ethernet</u> Min 2 External USB: 1 RJ & Wifi/WLAN/Bluetooth. <u>Display</u> Min. 15.6 inch wide LED Backlit monitor with high resolution. TCO 6.0 Certification. <u>Keyboard (external)</u> 104 Keys Multimedia wireless Keyboard (with dongle) <u>Mouse (external)</u> 2 Button USB Optical wireless Scroll Mouse (with dongle) <u>Operating System (Licensed)</u> Windows 7/8/10 or Ubuntu/Linux 14.04 SP1 or higher and Genuine MS Office package.	Warranty- 1+2 years onsite Warranty

2.	<b>Scanner</b>	01	Ordinary USB A4 colour scanner (pdf & jpeg) with continuous scanning.	
3.	<b>Antivirus</b>	3 user	For the use of two desk top computers and one Lap top system (3 user). Latest Internet Security updatable Anti-Virus.	
4.	<b>Pen Drive</b>	02	16 GB each	

Conditions:

1. The purchase should be strictly adhered as per the Kerala Store Purchase Manual rules.
2. The quoted price should be inclusive of all taxes/fright/installation etc.
3. Customs/Excise duty exempted price/DGS&D price shall also be quoted.
4. The question shall be at least two months validity.
5. The Brochure of different models quoted shall be enclosed.
6. Demonstration, Warranty, AMC/Services conditions, supporting catalogs/driver software/CDs etc should be furnished.
7. The right to accept or reject the quotations without assigning any reason rests entirely with the undersigned.
8. If the date of receipt & opening of quotation is declared as a holiday, the very next working day at the same time will open and fix the quotations.
9. The qualified bidder (the firm who got the Supply order) shall be supplied the items within one week to the General Store of the University along with the invoices in triplicate and a stamped pre-receipt. The amount should be disbursed to the supplier within 3 weeks from the date of supply, if the stock entry cleared in time/procedure.



**Section Officer**  
**Content Management Section**

Copy to:

1. Store Keeper, General Store (for receipt/stock entry).
2. Section officer, Admin Tapal (for prompt receiving of quotations).
3. PRO (for Press Release)
4. System Manager (for technical support)
5. Content Management Section (for website uploading)
6. Ad.BIV/Ad.AIII/Finance-1/Gen. Cash sections.
7. SF/FC/Records.