

Department of Chemistry
&
Centre of Advance Studies in Chemistry
Panjab University Chandigarh –160014 (INDIA)

No/ CHM/16/.....

Date / /2016

Please quote for the following articles so as to reach the undersigned on 19.05.2016

HP Workstation Computer (model HPZ640)

Specification:

Workstation Six Core Intel Xeon Processor
Memory: 16GB DDR3 1600 Mhz expandable to 96GB
Hard Disk Drive: 1000GB
Standard keyboard, Optical Scroll Mouse
Red Hat or Suse Linux or Ubuntu Linux,
22 inch Monitor

The quality, make, packing and other particulars of each item should clearly be stated/indicated in your quotation.

1. It should clearly be stated whether the rates are inclusive / exclusive of SALE TAX etc.
2. The rates of INSURANCE if any should be specified. The firm will be required to submit original payees receipt alongwith bill. NO PAYMENT OF INSURANCE CHARGES IS PERMISSIBLE UNLESS THESE REQUIREMENTS ARE COPLIED WITH.
3. THE QUOTATION SHOULD ALWAYS BE SUBMITTED IN DUPLICATE.
4. Please quote only for the items available in 'READY STOCK.'
5. Please quote only for the make required and strictly according to the specifications etc.
6. Please also indicate the DISCOUNT separately, if any.
7. While submitting the quotation please on the OUTER ENVELOPE, 'QUOTATIONS TO BE OPENED ON 20.05.2016 and the envelope be put in another envelope address to **Dr. Rajan Patra, DST –INSPIRE Faculty , Department of Chemistry, Panjab University, Chandigarh – 160014, (By Name)**
8. Please send the quotation by post/Courier.