

Dear Sir,

Sub: Purchase of Computer, Printer, Software.

We intend to procure Desktop, Printer(s), UPS and Softwares as detailed under:-

Sl No	Items	Qty (no)	Make	Specification
1	Desktop	1	HP / Acer / IBM / Dell.	Intel core 2 duo processor 2.93 GHz and above, 4 GB RAM, HDD 320 GB, DVD R/W, 19" TFT Monitor, mouse, net working interface, key board, speaker, operating system etc
2	DeskJet Printer	1	HP / Epson / Cannon	Min 10 ppm
3	Laser Jet Printer (mono)	1	Xerox / Canon / HP / Saumsung	Min 15 ppm
4	Project Mgt. software	1	Micro Soft	MS Project 2007 (5 user)
5	UPS	1	APC / Microtech etc.	800 VA

- ❖ Validity of your price offer should be at least one (1) month.
- ❖ Payment terms would be by 7 / 10 days on receipt and successful installation.

We would request you to kindly send us your sealed quotation indicating total cost based on unit rate, discounts, if any, applicable taxes etc., other terms and condition to BBUNL office latest by 3 PM on 11.01.2010 (Monday). Also kindly provide your Trade Licence Number, PAN/IT Reg. No., ST/VAT Reg. Number etc. The envelope should be sealed and superscribed with "Quotation for Procurement of computers, peripherals and software etc." along with the enquiry reference and last date of submission of offer.

Kindly note that the contract would be finally awarded to the lowest quoted price on individual items.

Thanking you.

Yours faithfully,
for **Bharat Bhari Udyog Nigam Ltd,**

(Somenath Bandyopadhyay)
General Manager (CPD)