



**National Institute of Educational Planning and Administration**  
**[Deemed to be University]**  
**17-B, Sri Aurobindo Marg, New Delhi 110 016**  
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No F. 37-1/2013-14/GA  
June 2, 2018

**Subject: Inviting quotations for Supply and Installations of Desktop Computers**

Sir/Madam,

National Institute of Educational Planning and Administration is a Deemed to be University under the Ministry of Human Resource Development, Government of India. The Institute intends to procure Desktop Computers of H.P/DELL/LENOVO or any other reputed Brand of the Institute Office building, as per specification given below:

S.No.	Item Specification Required (for new computers)	Quantity	Amt. (Unit prize in Rs.)
1	Intel Core i7 processor 3.6GHz 8 GB DDR-3 RAM, HDD 1TB Wide screen display (18.5") with resolution of 1366 X 768 at 60Hz. OS Windows 10 with License Key (including Keyboard and Mouse, USB port 3.0 x 4)	40	
Taxes (if any)			


S.No.	Item Specification (for buyback)	Quantity	Amt. (Unit prize in Rs.)
2	Hp Compaq DX 2280 Processor 2.8GHz/3.0GHz, RAM - 1.5GB/1GB HDD - 160GB	40	

You are requested to submit the quotations as per above proforma clearly indicating the brand and enclosing it in a sealed cover subscribing "Quotations for Supply of Desktop Computers " addressed to the Administrative Officer. Quotations submitted should be valid for 30 days. The quoted items should be Hp/DELL/LENOVO or any other reputed brand only. Warranty of the quoted items should be 02 years or higher. **Certificate for authorized dealership/distributorship should be compulsorily attached, failing which quotation will not be accepted.**

Payment will be made within 30 days of supply of the items as per specifications. In case of any query, may contact SO (GA) at 011-26544874.

Last date of receiving of quotations is: **June 29, 2018 by 5:00 PM**  
Date and Time of Opening of Quotation: **Will be communicated**

Yours faithfully,

  
**(S. M. I. A. Zaidi)**  
**Registrar (I/c)**