



KERALA STATE AIDS CONTROL SOCIETY

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To

Sir,

Sub: Invitation of quotations for Purchase of Laptop & Dongle - Reg.

Sealed competitive quotations are invited by the undersigned from the firms for the supply of items mentioned in **Annexure I**. The specifications are also mentioned in **Annexure I**.

1. Quoted Price

- a. The bidder shall quote for all the items shown in Annexure I.
- b. Quotation shall be submitted in the format shown in Annexure III.
- c. All duties, taxes, service charges, installation charges and other levies payable by the bidder shall be included in the quoted rate.
- d. The rate quoted for each item will be fixed for the duration of the contract and shall not be subject to adjustments.
- e. Rates for partial quantity of an item and partial items listed will not be considered.
- f. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
- g. Telex and Facsimile or email quotations are not acceptable.

2. Each bidder must submit only one quotation.

3. Validity of quotations

The quotation shall remain valid for a period not less than 15 days after the deadline fixed for submission of quotations or otherwise decided by the Project Director, Kerala State AIDS Control Society, Thiruvananthapuram – 35.

4. Place and time of delivery

The material mentioned is to be delivered at KSACS within 7 days from the date of supply order.

5. Special conditions

0.5% of the total amount quoted for each item will be deducted for each weeks delay, for the corresponding item, after the specified date.

6. Evaluation of quotations

The Purchaser will evaluate and compare the quotations determined to be substantially responsive ie: which

- a. are properly signed and
- b. conform to the terms and conditions and specifications
- c. The bidder who has quoted for the partial quantity of any one or more item(s) would be