

ADMINISTRATIVE TRAINING INSTITUTE

GOVERNMENT OF WEST BENGAL
FC-BLOCK, SECTOR-III, SALT LAKE CITY,
KOLKATA – 700 106

No. 412/DD (A)/NDM-87/2013

Dated: 06 July, 2015

NOTICE INVITING QUOTATION

Sealed quotations are invited from the recognised suppliers/firms for supply and installation of Laptop at the Administrative Training Institute, West Bengal.

SL. NO	NAME OF ITEM AND SPECIFICATION	QUANTITY
1.	HP Notebook 15-ac047tu Microprocessor: 2.1 GHz Intel Core i3-5010U with Intel HD Graphics 5500 Memory: 4 GB DDR3L-1600 SDRAM (1 x 4 GB) Display: 15.6" diagonal HD BrightView WLED-backlit (1366 x 768) Hard Drive: 1 TB 5400 rpm SATA Optical Drive: DVD RW Drive Operating System: Windows 8.1 (64-bit) 1 Year Warranty Carry Bag	1

The intending suppliers /firms are requested to drop their quotations, along with Sales Tax & Income Tax Clearance Certificate in the box kept in the office of Administrative Training Institute, FC Block, Sector-III, Salt Lake, Kolkata-700106 in a sealed cover on **17/08/2015** by **14:00 hrs.**, superscribing the word "**Quotations for supply and installation of Laptop at ATI, West Bengal**", at the top of the sealed cover. The name of the **SUPPLIER/FIRM** should also be written on the left side of the sealed cover. The quotations will be opened on the same day at **15:00 hrs.** at the Office Chamber of the undersigned. The representative of suppliers /firms may be present at that time.

The rate should be quoted inclusive of all taxes, freight, excise, installation etc. **Quoted rates should be valid up to 6 months from the date of approval of lowest rates.**

It may be noted that the supply and installation of the items should be completed within 7 days of receipt of the Supply Order. The Institute reserves the right to cancel any or all quotations without assigning any reason thereof or split the Supply Order among the item wise lowest quotationers, if such situation arises, after opening of quotations.

Sd/-
Deputy Director(Administration),
ATI, West Bengal

No. 412/DD (A)/NDM-87/2013

Dated: 06 July, 2015

Copy forwarded with request to display the notice in the official notice board of your office for wide publicity;

1. District Magistrate, North 24 Parganas
2. SDO, Bidhannagar
3. Chairman, Bidhannagar Municipality
4. Office Notice Board of ATI.

Sd/-
Deputy Director (Administration),
ATI, West Bengal