

INVITING QUOTATION FOR PROCUREMENT OF LAPTOP

Manbhum Ananda Ashram Nityananda Trust (MANT) invites quotations for laptops from reputed and authorized dealers, distributors for the project Ensuring Access to Justice-Phase-II supported by Kailash Satyarthi Children Foundation Inc! . The required details are mentioned below.

Quotation Summary

Name of the organization	Manbhum Ananda Ashram Nityananda Trust (MANT)
Communication address	Swapnaneer, Flat A2, 2 nd Floor, 164 P Mazumder Road, North Purbachal, Kolkata 700078; Tel- 033-2484-8977; Mob- +91-8420020407 Email: accmant.kol@gmail.com URL: www.mant.org.in
Reference Number	MANT/CO/ADMIN/Q-Laptop/Jun-2023-01
Date of issue of quotation	13.6.2023
Last date of submission of quotation	20.6.2023
Declaration	21.6.2023
Quotation intended for	Procurement of 2 (Two) laptops
Mode of submission	Hard copy of Annexure-I and Annexure-II to be submitted in one single sealed envelope to the above mentioned address. The envelope should be super-scribed with “[Vendor Name] - Quotation of Laptops”

The Laptops shall meet following specifications

Specification	Configuration
Brand	Lenovo
Model Name	ThinkPad
Screen Size	15.6 Inches
Colour	Any colour
Hard Disk Size	512 GB SSD
CPU Model	Core i3-12 Generation
RAM Memory Installed Size	8 GB
Operating System	Windows 11 Home
Special Feature	Anti-Glare Screen, Light Weight, Thin
Graphics Card Description	Integrated
Carry case	Backpack bag

Terms and condition:

1. The quotation has to be in the organization’s letter head in the format provided (see Annexure-I).
2. The total quoted price should be inclusive of all applicable duties, levies and charges, local taxes etc. GST to be mentioned.
3. The payment will be made through NEFT/RTGS to the bank account of the lowest bidder.
4. The bidder shall submit the necessary details while submission of the quotation. (see Annexure-II)

Annexure-I
QUOTATION FORMAT

(To be submitted in this format only and on letter head of the bidder)

Price Bid to be submitted strictly as per below format only. No modification should be made to the format and should be submitted in same format only.

Sl. No.	Description	Estimated Qty	Unit cost (in INR)	GST	Total cost (in INR)
1	Brand-Lenovo; Model Name-ThinkPad; Screen Size-15.6 Inches; Colour-any colour; Hard Disk Size-512 GB SSD;CPU Model-Core i3-12 Generation; RAM Memory Installed Size- 8 GB; Operating System-Windows 11 Home; Special Feature-Anti-Glare Screen, Light Weight, Thin; Graphics Card Description-Integrated with Backpack bag	2			

Authorized Signatory

Designation

Bidder's name with seal

Annexure-II
BIDDER DETAILS

(To be submitted in this format only and on letter head of the bidder)

To
The Executive Director
MANT, Kolkata

Name of Bidder	
Postal Address	
Telephone/Mobile	
Email ID	
Website (if available)	
No of years in business of supply laptops	
PAN	

GST Regd.	
Trade License	
Bank Details	
Bank Name	
Branch Address	
Account Number	
IFS Code	
Point of contact for this proposal	
Name	
Designation	
Mobile no	
Email ID	

Declaration: I hereby declare that I/ We have verified the details indicated above and also confirm that all the information submitted is true to the best of my knowledge.

Authorized Signatory

Designation

Bidder's name with seal