



No: MSACS/Proc/PC/2024-25

Date:10-06-2024

To,

\_\_\_\_\_  
\_\_\_\_\_

**Sub: Invitation for Quotations for Purchase One All in One Computer of Maharashtra State AIDS Control Society Office for the F.Y. Year 2024-25”.**

Dear Sir,

- 1) You are invited to submit your most competitive quotation for Purchase One Chair All in One Computer for MSACS office.
- 2) **Bid Price :**
  - a) The contract shall be for the service as described above. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
  - b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
  - c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to the adjustment on any account.
  - d) The prices shall be quoted in Indian Rupee- only.
- 3) **Validity of Quotation:**

Quotation shall remain valid for a period of not less than 45 days after the deadline date specified for submission.
- 4) **Each bidder shall submit only one quotation in prescribed format attached with this inquiry letter in a sealed envelope superscripting.**
- 5) **Evaluation of Quotations :**

The purchaser shall evaluate and compare the quotations determined to be substantially responsive i.e. which

  - a. are properly signed; and
  - b. conform to the terms and conditions and specifications.
  - c. Pan Card
  - d. GST Certificate

The quotations would be evaluated for all the items together / would be evaluated separately for each item.
- 6) **Award of Contract :**

The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

  - 6.1 Notwithstanding the above, the Purchaser reserve the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.



**Maharashtra State AIDS Control Society,**

**GOVERNMENT OF MAHARASHTRA**

R. A. Kidwai Marg, Near Wadala OverBridge,  
Wadala (West), **Mumbai-400031**

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6.2 The bidder whose quotation is accepted will be notified about the award of contract by the purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

- 7) **You are requested to provide your offer latest by 17-06-2024 up to 5.30 p.m.**
- 8) **Quotations will be open in the presence of the bidders or their representative who choose to attend 11.00 pm on 18-06-2024 in the office of the MSACS.**
- 9) We look forward to receiving your quotations and thank you for your interest in this project.
- 10) **Technical Specification:-**

Sr.No.	Description	Qty
1	Surface Pro 9:-15 (12 <sup>th</sup> ), 8GB, 256GB, 13'', Win 11 Home, Forest, Touch screen.	1
2	8X8- Surface Pro Signature, Keyboard, Slim Pen-Black	1



**Maharashtra State AIDS Control Society,**

**GOVERNMENT OF MAHARASHTRA**

R. A. Kidwai Marg, Near Wadala OverBridge,  
Wadala (West), **Mumbai-400031**

**On your letterhead**

Date :-

To,  
The Project Director  
Maharashtra AIDS Control Society  
R. A. Kidwai Marg, Near Wadala Overbridge,  
Wadala (W), Mumbai – 400 031.

Sub :- Submission of Quotations for Purchase All in One Computer Maharashtra State AIDS Control Society Office for the F.Y. Year 2024-25”.

Ref :- Your inquiry no. \_\_\_\_\_ date \_\_\_\_\_  
Due on \_\_\_\_\_

**Quotation**

<b>Sr. No.</b>	<b>Brief Description of work</b>	<b>Qty</b>	<b>Total Amount</b>
1	Surface Pro 9:-15 (12 <sup>th</sup> ), 8GB, 256GB, 13’’, Win 11 Home, Forest, Touch screen.	1	
2	8X8- Surface Pro Signature, Keyboard, Slim Pen-Black	1	
<b>GST ----- %</b>			
<b>Net Amount per Year</b>			

We agree to provide above service in accordance with the requirements given in your inquiry letter for a contract price of Rs. \_\_\_\_\_ (amount in figures) Rupees \_\_\_\_\_ (amount in words) for year.

All other terms & conditions mentioned in the invitation of quotation are acceptable to us.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

**Name & Address of supplier**

**Signature of supplier**