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राष्ट्रीय कृषि और ग्रामीण विकास बैंक
NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

कैरल क्षेत्रीय कार्यालय

पुन्नेन रोड

स्टैच्यू

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तिरुवनंतपुरम् - 695 039

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NB(Kerala)/DIT/ 7760/DIT-3/2008-09

04 December 2008

Advertisement in the 'The Hindu' and 'Malayala Manorama' dated: 04 December 2008
Supply and Installation of desktop PCs, laptop PCs and printers for NABARD, Kerala
Regional Office, Thiruvananthapuram – Invitation of Quotations

1. NABARD intends to purchase desktop PCs, laptop PCs and printers for its Office at Thiruvananthapuram and offices in other districts of Kerala (**see point No. 14 of 'Annexure - I Terms and conditions' for details**). Competitive offers are invited in sealed envelopes for supply and installation of items as per the detailed specifications given in the Schedule of Quantities.

2. A copy each of the 'Schedule of Quantities cum Offer' form is enclosed (Annexure III - A to G). A copy of the terms and conditions forming part of offer is also enclosed (Annexure I).

3. The offer in two separate sealed envelopes, one marked as "Envelope No.1" and the other as "Envelope No.2" and superscribed "Offer for supply and installation of desktop PCs, laptop PCs and printers for NABARD" should be addressed to Shri Bhawar Puri, Chief General Manager, NABARD, Kerala Regional Office, Punnen Road, Statue, Thiruvananthapuram – 695 039. The offer should be submitted not **later than 15.00 hours on 19 December 2008**.

4. **Envelope No.1 should contain:**

- A. Detailed technical aspects of the offer, including necessary brochures, etc for the items to be supplied, as per the Schedule of Quantities.
- B. Copy of the valid "authorized dealer/distributor" certificate of the product proposed to be supplied.
- C. Copy of the terms and conditions (Annexure I) duly signed and stamped for having accepted the same.
- D. Supporting documents required for conditions mentioned at point no. 1 of Annexure I.
- E. Annexure II (Vendor details) duly filled, signed and stamped along with necessary supporting documents..
- F. Undertakings in Annexure IV and Annexure V.

5. **Envelope No.2 should contain:**

the Schedule of Quantities and the most competitive prices offered in respect of the items therein.

6. The offer made (Envelop No.2) should be unqualified failing which the offer shall be liable to be rejected.

7. Envelope No.1 will be opened at **16.00 hours on 19 December 2008** and envelope No.2 will be opened subsequently on the same day at his Office by the Chief General Manager, National Bank for Agriculture and Rural Development, Kerala Regional Office, Thiruvananthapuram or any other officer designated for the purpose by him in the presence of offerers or their representatives, should they choose to be present.

8. Offers shall remain open for acceptance by the Bank for a period of 60 days from the date of opening the Envelope no. 2, which may be extended by mutual agreement and the offerer shall not cancel or withdraw the offer during this period.

9. The supplier should give an undertaking to pass on the benefit, accruing on account of any fall in prices to the Bank, during the period between the date of submission of quotation and the date of supply, in case of price reduction in respect of PCs/printers.

10. The supply and installation of the items should be completed within **3 weeks** from the date of issue of purchase order.

11. All documents that comprise the offer should be signed and duly stamped by the offerer.

12. NABARD is not bound to accept lowest or any other quotation. NABARD also reserves the right to accept/reject, any or all offers, in part or full, without assigning any reason whatsoever and without incurring any liability to bidders.

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(T S Balaraman)

Dy. General Manager

Encl: 18 pages