



Computer Centre
Indian Institute of Technology Madras
Chennai:600036
Ph:044-22574975/76/5996

Form for Inviting Quotations/Tenders

Date: 10/01/2017

CC	ENQY	2016	SPL/004
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Dear sirs,

DUE DATE: 25/01/2017 by 4.00PM

1. Quotations are invited in duplicate for the comprehensive AMC for HP server. (Specification attached).
2. The Quotations must have details of 1) Specify the taxes and rates 2) warranty 3) HP authorization letter. The same should be addressed to the undersigned so as to reach on or before the due date stipulated above.
3. The Quotations should be valid for ninety days (90 days) from the due date and the period of delivery required should also be clearly indicated.
4. If the item is under DGS&D Rate contract No. and the price must be mentioned. It may also please be indicated whether the supply can be made direct to us at the Rate contract price (Please note that we are not Direct Demanding Officers). If so please send copy of the Rate Contract.
5. Relevant literature pertaining to the items quoted with full specifications (and drawing, if any) should be sent along with the Quotations, wherever applicable. Samples if called for, should be submitted free of charges, and collected back at the supplier's expenses.
6. Local Firms: Quotations should be for free delivery to this Institute. If Quotations for Ex-Godown, delivery charges should be indicated separately.
7. Firms outside Madras: Quotations should be for F.O.R. Madras. If F.O.R. consignor station, freight charges by passenger train / lorry transport must be indicated. If Ex-Godown, packing, forwarding and freight charges must be indicated.

[Type text]

8. The rate of sales / General Taxes and the percentage of such other taxes legally leviable and intended to be claimed should be distinctly shown along with the price quoted. Where this is not done, no claim for Sales / General Taxes will be admitted at any stage and on any ground whatsoever. The taxes leviable should take into consideration that we are entitled to have concessional Sales Tax applicable to non-Government Educational Institutions run with no profit motive for which a concession. Sales Tax Certificate will be issued at the time of final settlement of the bill.
9. In case of import, the insurance & Freight charges should not exceed 6% of FOB value. You are requested to quote FOB price as well as CIF, CHENNAI mentioning Freight & Insurance charges separately. No Ex-works pricing is considered.
10. **No Advance Payment will be made for Indigenous purchase.** 100% Payment against Delivery on satisfactory installation for local purchase can be agreed to. For Imports normally payment will be made by Letter of Credit only (**Terms 90% Payment will be released against dispatch of shipping documents and 10% will be released after satisfactory installation**). Sometimes The Rule 159 GFR may be allowed (i.e.) 30% Advance Payment against B.G. (Bank Guarantee) and 70% Payment after supply (All the B.G. Charges will be borne by the supplier only). **Demurrage charges (if any) will be borne by the supplier & it will be deducted from the balance 10%**. Initial opening of Letter of Credit charges will be borne by us. If any amendment is requested for, the charges for the amendment will be borne by the supplier only. Hence, care should be taken in all respects before opening of Letter of Credit.
11. Goods should be supplied carriage paid and insured.
12. Goods shall not be supplied without an official supply order.
13. Payment: Every attempt will be made to make payment within 30 days from the date of receipt of bill / acceptance of goods, whichever is later. Please indicate Total amount with actual product cost + Taxes separately.

Yours faithfully,

C. Balaji
Chairman 11/11/17
Computer Centre
CHAIRMAN

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INDIAN INSTITUTE OF TECHNOLOGY MADRAS
CHENNAI - 600-036.



SPECIFICATION

Comprehensive AMC for HP Server *for one year from 24/03/2017*
 HP back to back support for

SI NO	Description	Quantity
1	AMC for HP DL380p Gen8 8-SFF CTO Server SN:SGH312PP54,SGH312PP5A,SGH312PP56,SGH312PP5C,SGH312PP58	5

VMware Support Renewal

SINO	Part No	Description	Quantity
1	VCS6-STD-P-SSS-C	Production Support CoverageVMware vCenter Server 6Standard for vSphere 6 (PerInstance)	1
2	VS6-EPL-P-SSS-C	Production Support CoverageVMware vSphere 6 EnterprisePlus for 1 processor	10

C. Balaji
 CHAIRMAN *11/1/17*
 COMPUTER CENTRE
 INDIAN INSTITUTE OF TECHNOLOGY MADRAS
 CHENNAI - 600 036.
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