

**DESHBANDHU COLLEGE
KALKAJI, NEW DELHI -110019**

08.07.2017

Quotations invited for maintenance of HP Laptops

Sealed Quotations are invited for insuring repairing and maintaining approx. 1800 (approx..) laptops for the College received from University as per details mentioned below: -

Scope of work:

Preparation and submission of Brief report (mentioning serial number) of each laptop indicating the replacement and maintenance required in each laptop. To access and replace the product within 15 days of the supply of order.

- (a) Replacement of Laptop Screen
- (b) Replacement of Battery (Compatible)
- (c) Replacement of RAM where required
- (d) Replacement/Repair of Motherboard/Processor
- (e) Any other technical issues of hardware.
- (f) Making the Laptop functional after the due replacement/repairs etc. as detected.

Specifications of Laptops: HP/ Pro-book 445 GI, 8GB RAM / AMD Elite A65350M 2.9 GHz Processor, Ubuntu 12.04.

Total No. of Laptops: approx. 1800 (approx.)

Provide the rates in the format as specified below: -

S.No.	Product	Brand/Make	Amount
1.	Laptop Screen		
2.	Battery (Compatible)		
3.	RAM		
4.	Motherboard & Processor		
	Repairing Charges		
	Replacement Charges		
5.	Any other technical issue of Hardware		

Kindly note the following points before sending the quotations: -

1. Payments will be made through RTGS/NEFT only.
2. The rates should include all taxes (levied from time to time).

3. The Bidder should enclose their Details of Company Profile, Copies of PAN, Copy of GST registration of the Company and Copy of satisfactory report from previous customers.
4. Order will be given to the bidder only after satisfactory demonstration of the laptop in full working condition on mutually agreed date and time.
5. Quotations must reach to the office of the Principal, Deshbandhu College, Kalkaji, New Delhi-110019 through Registered/Speed post or dropped in the Quotation Box available in the Principal Room latest by 24.07.2017 upto 04:00 P.M. Quotations reached after the due date and time shall be rejected thoroughly.
6. Please write on top of the envelope "Quotations for Laptop repair"
7. The replacement would be done at the site only.
8. If there are more than one make for any part do kindly specify rates of all make available.
9. The vendors shall be under obligation to provide free replacement of the batteries for one year against which the performance guarantee amounting to 10% of the contract value will be retained by the college which will be release after one year from the date of submission of the final report by the vendor.



Dr. Ajay Kumar Arora
O.S.D. (Principal)
Deshbandhu College
Kalkaji, New Delhi-19

O.S.D. (Principal)