

**GOVERNMENT OF ASSAM  
DIRECTORATE OF TRAINING  
ASSAM ADMINISTRATIVE STAFF COLLEGE  
KHANAPARA: GUWAHATI**

**NOTICE INVITING TENDER**

No. AASCS (EQ) 01/ 2016/ 64

Dated Guwahati the 12<sup>th</sup> of May 2016

Sealed tenders affixed with non-refundable court fee stamps of Rs 8.25/- (Rupees eight and paise twenty five only) are invited from reputed registered dealers or their authorized dealers/manufacturers for supply of the following item/items:

Sl No	Items	Unit	Specifications
1	Desktop Computers	5	Processor Intel Core – i3 (4 <sup>th</sup> Generation) or equivalent, Memory 4 GB, Hard disk – 1 TB HDD, 19" LED Colour Monitor, Optical Drive -22 X SATA DVD Writer, USB MM Keyboard, USB Optical Mouse, Integrated Gigabit Ethernet and Wi-Fi Controller, Integrated HD Graphics & High Definition Audio, Dual Operating System Windows 8 (with License) and Linux with Media, 3 years Comprehensive Warranty
2	MS Office 2016	5	With User License
3	Network Printer	1	Resolution (in DPI): Colour 600X600, Paper Size: A4, Legal. Print Speed in PPM (A4): 30 BW and C, Port: 1 USB, Memory (in MB): 16, with Network Card 10/100 and Duplex features.
4	Scanner	1	Resolution (in dpi): 600X600, Speed (in PPM): 8, ADF Capacity: 30, Document Size: A4, Legal, A3
5	Photo Copier Machine	1	Minimum copying speed (cpm): 45/45, Paper Size (Original/ image): A3/A3, RAM (MB): 256, Bye Pass: 50 Sheets

The last date of submission of the tender is 2 pm of June 3, 2016 and these would be opened on the same day at 3 pm in the chamber of the Administrative Officer in the presence of the tenderers or their authorized representatives who may like to be present at the time of the opening of the tenders. If that day happens to be a holiday, the tenders would be opened on the next working day.

For more details, the interested tenderers may contact the Administrative Officer, AASC on any working day during office hours or may log onto the website, [www.aasc.gov.in](http://www.aasc.gov.in).

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**Terms and conditions:**

The following documents should be submitted along with the tender:

1. Items quoted should be of national/international brand with technical literature.
2. Parties should have authorized service centres at Guwahati. Details of after sales service facilities available at Guwahati should be mentioned along with address, name(s), of contact person(s), number of service engineers available etc.
3. The tenders should be accompanied by a demand draft of Rs. 5000.00 in favour of “Director, Assam Administrative Staff College Society”, which is refundable.
4. Copy of the dealership certificate and registration should be submitted along with the tender/ proprietary articles certificate, in case of manufacturer.
5. Copies of the PAN and TAN nos. should be submitted along with the tender.
6. The tenderer should submit their experience certificate along with their annual turnover for the last three years
7. Rates quoted should be inclusive of all admissible taxes and should be valid for a period of 1 (one) year from the date of the quotation.
8. The items should be installed at Assam Administrative Staff College, Khanapara, Guwahati.
9. The selected party should submit bank guarantee equivalent to the ordered value in favour of “Director of Training, Assam Administrative Staff College”.
10. The warranty should be comprehensive and should be valid for 3 (three) years.
11. The Director of Training, Assam Administrative Staff College, Jawaharnagar, Guwahati-22 reserves the right to accept or reject any one or all tenders without assigning any reason thereof.

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