

No.6-Stores/NCDC/Tender/Computers CAMC/2015-16
Government Of India
NATIONAL CENTRE FOR DISEASE CONTROL
(Directorate General Of Health Services)
22-Sham Nath Marg, Delhi-110054

Dated : 31.12.2015

M/s _____,

_____.

**SUB. : Tender for Comprehensive AMC of Computers, Printers, UPSs etc.
installed at this Institute – reg.**

Dear Sir,

Please let this office know if you can maintain the computers, laptops, printers, UPSs etc. (with spares) of this Institute, whose details is enclosed herewith alongwith other terms & conditions of the contract, if so, please send your quotation for the same, as per our terms & conditions.

The quotation, which could remain valid for at least 6 months may be sent in a cover duly wax sealed and prominently subscribed '**Quotation for CAMC of Computers, Laptops, Printers, Servers UPSs etc.**'.

It should be addressed to the 'The Chairperson, Purchase Committee, NCDC, 22, Sham Nath Marg, Delhi-110054' and should reach this office on or before **01.02.2016 at 11.30** The quotations, which are not received duly sealed, mentioning this office letter number and last date of receiving will not be accepted. Further, it is mandatory to mention the details in respect of contact person, contact nos. (landline no. as well as mobile no.) and e-mail ID (**Annexure I & III**). In the quotation, PAN No., Service Tax Regn. No. alongwith other required documents should also be enclosed with the quotation. It is the responsibility of the tenderer to see that complete tender document must be dropped in tender box by the date & time stipulated, after making necessary entry in the Register kept with the Suptd., Stores, failing which tender will be considered late & rejected. More handing over tender document in R & I Section or at any other counter or person cannot be considered as submission of bid and shall not be entertained.

Yours faithfully,

**(PANKAJ KUMAR)
STORES OFFICER
FOR DIRECTOR**
