



Ref.No/UoH/ELC/ EG-2019-20/Software-I/

dated :22/01/2020

**NOTICE OF INVITING QUOTATIONS**

Sub: Quotation for Procurement of softwares for e-Learning Centre — Reg.

Sealed Quotations are invited from the registered suppliers/authorized distributors for purchase of the following item(s) at the lowest rates for supply and installation in accordance with the terms and conditions given below so as to reach the **Director, e-Learning Centre, Aryabhata Wing, C.R.Rao Building, University of Hyderabad, Hyderabad - 500 046 on or before 05/02/2020 at 5.00 p.m.**

S. No.	Description of the Item	Quantity
1.	MS Office Lifetime licences	05
2.	Windows10 Operating System	05

**Terms & Conditions:**

- 1) Please send your quotation in a sealed cover with our enquiry number (Ref.No.)/date clearly marked on the cover, and it should be addressed to the Director, e-Learning Centre, Aryabhata Wing, C.R. Rao Building, University of Hyderabad, Hyderabad - 500046. Quotations sent in covers not sealed or without any enquiry number noted on the cover may not be considered.
- 2) The bidder should clearly indicate all applicable taxes separately for each item along with HSN Code and then arrive at a total price of all the items indicated in the Notice inviting tender.  
  
GST is applicable for all indigenous items. However, the University is entitled for concessional rate of GST@5% on all items mentioned vide GoI Notifications No. 45/2017-Central Tax (Rate) and 47/2017-Integrated Tax(Rate) dated 14.11.2017 read with GoI Notification No.09/2018-Central Tax (Rate) Dated 25.01.2018 as amended from time to time.
- 3) As the University of Hyderabad is an Educational Institution under MHRD, Education discount, if any, may be offered separately. *All the prices should be quoted in INR only.*
- 4) Quotations received after the stipulated time and date will not be considered.
- 5) Quotation must be on a paper identifying the firm with telephone numbers etc., should be in ink or type written and should be free from corrections and erases.
- 6) Supplier must provide only one quotation. Any quotation document providing multiple quotations is liable to be summarily rejected.
- 7) Validity of the quotation should be 90 days from the date of opening of the bids. No revision of rates will be permitted during this period.
- 8) The material is to be delivered at the e-Learning Centre, Aryabhata Wing, C.R. Rao Building, University of Hyderabad, Hyderabad - 500046.
- 9) Those who are having ready stocks/capable of supply. of material as per the enquiry within the stipulated time only need to forward their offer.

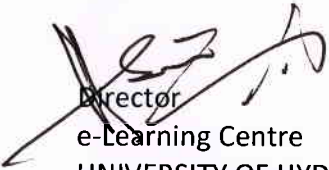


**e-Learning Centre**  
**University of Hyderabad**

**Prof. Vasuki Belevadi**

Director  
Aryabhata Wing, C.R.Rao Building  
University of Hyderabad, Gachibowli, Hyderabad  
Telangana, India-500046  
directorelearning@uohyd.ac.in

- 10) The supplier should be able to deliver, install and commission the items within **7 days** from the date issue of the purchase order.
- 11) Sealed quotations can be delivered by hand to the authority or can be sent by post before the due date.
- 12) The University of Hyderabad will not in any way be responsible for any postal delay.
- 13) Payment will be made only after delivery, satisfactory installation and commissioning and submission of valid Tax Invoice in triplicate.
- 14) In case, if you are an authorized dealer, please submit a copy of the certificate issued by the Manufacturer.
- 15) The bids will be opened in the office of e-Learning Centre, Aryabhata Wing, C.R.Rao Building, University of Hyderabad, Hyderabad on **06/02/2020 at 02:30 PM** in the presence of bidders or their authorized representatives. The authorized representative shall bring the authorization letter and submit the same to the University before opening of bids. Failure to do so, the representative loses the right to participate in the bid opening process.
- 16) The University of Hyderabad reserves the right to reject/all quotation(s) or accepts any offer or part thereof without giving any reasons. Decision in the matter will be final and binding on all the quotations.

  
Director

e-Learning Centre  
UNIVERSITY OF HYDERABAD  
Hyderabad-500 046. (INDIA)

**Director**  
**e - Learning Centre**  
**University of Hyderabad, INDIA**