

Ref No.: FSM/CC/RFQ/RAM/2024-25/02

Subject: Request for Quotation for Purchase of 32 GB RAM

FORE School of Management (FSM), one of the premier Business Schools in India, intends to procure 32 GB RAM.

You are requested to submit your proposal/ quotation for supply of the following:

S. No.	Quantity: 31
1	RAM Make: Hynix RAM Specification: 32 GB 2666 MHz (For Desktop Model - Dell OptiPlex 5080) Please refer sample Image below in Annexure-1.

1. Scope of Work

- Successful bidder is fully responsible for the delivery of RAMs.

2. Bid Submission

- Submission Deadlines:** Interested bidders send to their offer in a sealed envelope mentioning "Quotation for Desktop RAM" on the cover, by courier or drop it in the box kept with security guard of FORE School of Management latest by **5:00 P.M. on or before 9th May 2024**. Quotations received after the stipulated time of the Due date or incomplete in any respect are liable to be rejected.

The Institute will not be responsible for any postal/courier delay and also for reasons beyond control of the Institute.

- Submission Delivery Address:** The delivery address to be used for all submissions is

Uday Kumar

Sr. Manager (Systems)

FORE School of Management

B-18, Qutab Institutional Area, New Delhi – 110016

Phone No.: +91-11-41242445, Email: uday@fsm.ac.in

- Submission/ Technical Questions and Clarifications:** You may contact

Mr. Uday Kumar

Sr. Manager (Systems)

Phone No.: +91-11-41242445, Email: uday@fsm.ac.in

Electronic Submission: Electronic submission in response to this Request for Quotation will not be accepted. **All submission must be on paper.**



B-18, Qutub Institutional Area, New Delhi-110 016
Phone No. +91-011-41242424

Uday Kumar

3. Terms & Conditions

a. Bidder Technical Eligibility:

- The bidder shall provide the firm & company details copy of registrations along with the valid GST number with PAN Number allotted by the competent authorities.

A self-certified document in support of this must be enclosed.

b. Bidder Selection:

- The bids will be evaluated for technical qualification.
- Among the technically qualified bids, the best commercial price bid will be selected.

c. Purchase Order: The successful bidder shall be issued with Purchase Order. The Purchase Order is to be accepted by the bidder signing and returning an acknowledgement copy of it within 2 working days. Acceptance of Purchase Order shall effect a contract between the Parties under which the rights and obligations of the parties shall be governed solely by the terms and conditions of this Purchase Order.

d. Delivery: 1- 2 weeks

e. Payment Terms:

- Payment will be made after technical inspection by the purchaser to verify the technical compliance of the item supplied and installation checklist.
- 100% Payment shall be made on successful delivery, installation and system integration testing.
- No payment will be made for RAM rejected at the site on testing.
- For claiming this payment, the following documents are to be submitted to the purchasing authority.

a. Invoice fully showing GST No. and Bank Details

b. Delivery Challan/ Bills in duplicate duly pre-receipted

Issued by:

Sailesh
01/03/21
Sr. Administrative Officer
FORE School of Management
B-18, Qutub Institutional Area,
New Delhi – 110016

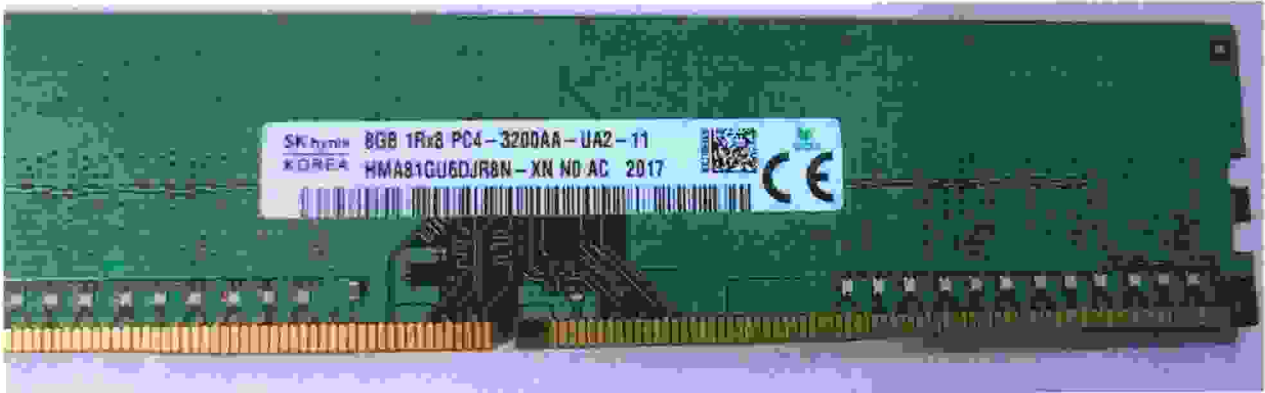


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uday kumar

Annexure-1

Sample image of existing 8 GB RAM of Dell OptiPlex 5080



FORE School of Management
New Delhi
Serial
Admin
S. S. S.
02/15/24

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Uday Kumar