

**DIRECTORATE OF AUDIT
GOVERNMENT OF N.C.T.OF DELHI
4TH LEVEL, C-WING, DELHI SECRETARIATE,
NEW DELHI-110002**

NO. F.101 (115)/IAC/Store/2007

Dated:-

To

Sub:- Request for Annual Maintenance Contract.

Sir/Madam,

Please quote your most competitive rates for the above mentioned work.
The description of machines (PCs, Printers) is given in Annexure-IIA.

***You should quote your rate in sealed envelop in the following
Performa only completing all the columns failing which the quotation
shall not be entertained:-***

| Sl.No. | Machine Description # | Quantity | Unit AMC Rate (in Rs.) | Total AMC (in Rs.) |
|--------|-----------------------|----------|---------------------------|-----------------------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |

As indicated in the description sheet.

You are adviced to visit this office to see the hardware on any working day
between 3.00 p.m. to 5.00 p.m till 24-06-2011.

The sealed envelop should reach this office by 27-06-2011 by 1.00
p.m. The same will be opened on the same day at 3.00 p.m. in the presence of
purchase committee. If any tenderer/authorized representative intends to be
present he may come on the day and time as mentioned above.

Department reserves the right to reject any or all the quotations without
assigning any reason.

Yours faithfully,

**(KULGEET SINGH)
SR.ACCOUNTS OFFICER(HQ)**

Annexure-II

| S. NO. | Desktop Description | Complete Configuration of Desktop | Qty. | Working / Non-working |
|---------------|---------------------------------------|--|---------------|------------------------------|
| 1 | Celeron Machine Infiniti Plus BL 1055 | 38 cm (15)/HCL color monitor-1 GHz with 128 MB SDRAM, 20 GB HDD, CDROM, WIN XP HOME | 02 Nos. | Working |
| 2 | P-IV Client Acer | 2.4 GHz with HT, 256 MB DDR RAM, 40 GB HDD, 15" Monitor OEMM, MM, 52x CD ROM or higher, Win XP Prof/Win | 06 Nos. | Working |
| 3 | P-IV Client Acer | Pentium (R) 4 CPU 2.80 GHz, 248 MB RAM, 40 GB HD | 01 No. | Working |
| 4 | HCL | Pentium(R) 4 256 MB (RAM) Hard disk (19.5+34.1+20.8)GB | 01 No. | Working |
| 5 | HCL | (DDO) Pentium (4) R 256 MB (RAM) Hard Disk (28.2+3.99)GB (Admn.) Pentium (4) R 256 MB (RAM) Hard Disk (14.6+14.6)GB | 02 Nos. | Working |
| 6 | HCL | Pentium (4) R 256 MB (RAM) Hard Disk (19.5 + 17.7)GB | 02 Nos. | Working |
| 7 | HCL | Pentium (4) R 248 MB (RAM) Hard Disk (28.2 + 3.99)GB | 03 Nos. | Working |
| 8 | HCL | Pentium(4) R 512 MB RAM 160 GB HD | 10 Nos | Working |
| S. No. | Printer Description | Complete Configuration of Printer | Qty. | Working / Non-working |
| 1 | Laserjet | HP Laserjet 6L | 02 Nos. | Working |
| 2 | Laserjet | HP Laserjet 1010 | 05 Nos. | Working |
| 3 | Deskjet | HP Deskjet 3550 | 03 Nos. | Working |
| 4 | Deskjet | HP Deskjet 3325 | 02 Nos. | Working |
| 5. | Laserjet | HP Laserjet 1022 | 4 Nos. | Working |
| S. No. | Laptop Description | Complete Configuration of Laptop | Qty. | Working / Non-working |
| 1. | IBM Thinkpad | T-30 Intel P-4 Processor 256 MB DDR RAM 40 GB HDD IBM USB FDD with Web Camera | 01 No. | Working |

