

**LOK SABHA SECRETARIAT**  
**Computer (HW&SW) Management Branch**  
**FB-149, Parliament Library Building,**

Telegrams : LOKSABHA, NEW DELHI  
FAX : 23010756

PARLIAMENT HOUSE ANNEXE  
NEW DELHI-110001

No. 11/6/Comp(HW)/2013

12 August, 2013

From

Brajesh Kumar Singh  
Executive Officer.

To

**ALL CONCERNED.**

**Subject : Invitation of quotation for Procurement of DDR II RAM (1GB capacity) for Desktop.**

Sir,

I am directed to state that this Secretariat intends to procure the following item for its use:

Sl.No.	Name of item	Model/Configuration	Qty
1.	<b>DDR II RAM for Desktop</b>	<b>1GB capacity- Make : TRANSCEND</b>	<b>20 pcs.</b>

2. You are, therefore, requested to submit your **sealed quotation** mentioning details viz. VAT, Warranty, validity of quotation, delivery time, etc. for the above item. Quotations may be dropped in the Tender Box placed in Reception Office, Parliamentary Library Building, (Opposite Gurudwara Rakabganj) on or before **19.08.2013 upto 1500 hrs**

**Terms & Conditions:**

- (i) The period of **comprehensive onsite warranty** will be applicable from the date of receipt of item in this Secretariat. The complaint should invariably be attended by the firm within 4 hours of lodging the same and must be resolved within 24 hours. The engineer of the firm/OEM will attend the complaint at the location of the above item.
- (ii) Delivery/Installation of the above item at Parliament House Complex, New Delhi shall be arranged by the firm at their own cost.
- (iii) The firm may be blacklisted for further business with Lok Sabha Secretariat on account of non delivery of item in time and no performance of satisfactory services.
- (iv) Price should be quoted F.O.R. Lok Sabha Secretariat store basis.
- (v) Quotation received after due date/time will not be considered.
- (vi) The above item should be supplied by the Firm within 3 to 4 days after receiving the P.O.
- (vii) Payment would be processed after successful/satisfactory installation of the item.

3. Lok Sabha Secretariat reserves the right to change/modify/cancel the quotation/increase/decrease the quantity of item at any stage without assigning any reason.

Yours faithfully,

*Brajesh Kumar Singh*

**Executive Officer**  
Telefax No. 23035290