

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

Telegrams : LOKSABHA, NEW DELHI  
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PARLIAMENT HOUSE  
NEW DELHI-110001

No. 11/1/Comp(HW)/2013

8 February, 2013

From

Santosh Kumar,  
Additional Director.

To

**ALL CONCERNED.**

**Subject : Invitation of quotation for Procurement of Portable Hard Disk Drive (2TB).**

Sir,

I am directed to state that this Secretariat intends to procure the following item on urgent requirement basis:

Sl.No.	Name of items	Model/Configuration	Qty
1.	<b>Portable Hard Disk Drive</b>	<b>2 Terabytes (TB)- Make : Seagate.</b>	<b>3 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 latest by **18.02.2013 up 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) Payment would be processed after successful/satisfactory installation of the item.
  - (v) Price should be quoted F.O.R. Lok Sabha Secretariat store basis.
  - (vi) Quotation received after due date/time will not be considered.
  - (vii) The above item should be supplied by the Firm within 3 to 4 days after receiving the P.O.
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,

  
**Additional Director**  
Telefax No. 23035290