

NATIONAL INSURANCE ACADEMY, PUNE

Ref. NIA/CC/Enq/19-20/008

04/03/2020

Dear Sir,

Re : Quotation for supply of RAM

National Insurance Academy invites quotation for supply of following items.

Sr. No.	Description	Qty
1	Kingston 8GB DDR3 RAM – 1600MHz (For HP Elite 8300 SFF with Intel Core i7)	75
2	Kingston 4GB DDR3 RAM – 1600MHz 4GB DDR3-1600 DIMM (for HP 406 G1 - Intel Core i7)	50
3	Kingston 4GB DDR3 RAM – 1600MHz (for HP Elite 8300 with Intel Core i5)	10

You are requested to send us your quotation on or before **16th March, 2020** by 5.00 P.M in a sealed envelope superscribing “Quotation for Supply of RAM ” on the following address.

National Insurance Academy
25, Balewadi, Baner Road,
NIA PO , Pune – 411045.

Terms and Conditions :

- 1) Your company should have GSTN number and following details should be provided on Company's letterhead.
 - i. TAXPAYERS TRADE NAME
 - ii. GSTIN NO
 - iii. ADDRESS
 - iv. HSN CODE
- 2) The price should be separately quoted for all taxes, GST, delivery charges (if any) etc.
- 3) 100% payment will be made within 15 days from the date of delivery and testing.
- 4) **No quotation should be sent by fax or e-mail or any other soft format if so, the same will be rejected.**
- 5) All RAMs should be compatible for PC Models mentioned above.
- 6) In case the order is placed on you, you are requested to send 2 RAMs of each configuration for testing for 4 days. After testing and getting confirmation from NIA, you should be able to supply items within 4 days.
- 7) All the items should be from original manufacturer . In case we find any discrepancy, the same will be returned to you without any cost to NIA.
- 8) In case it is found that RAM are not compatible with our PCs, the same will be returned to you without any cost to NIA.

In case of any query kindly contact the undersigned. (020-27204078)

Sincerely yours,

Seema Deshpande
Systems Manager