

SNDT Women's University

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26-9 (13)
श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ

१, नाथीबाई ठाकरसी मार्ग
मुंबई ४०० ०२०
Telegram : UNIWOMEN
Website : sndt.ac.in

Ref: Estb/Web Notification/2025-26/ 1763

Date: 26/09/2025

Invitation for Quotation
for Purchase of Computer

Sealed Quotation is invited for purchase of Computers to be installed at Establishment Department (Non-Teaching). The suppliers are advised to study all technical and commercial aspects, instructions, terms and conditions carefully in the document. Failure to furnish all information required in the quotation may result in the rejection of the quotation. The University reserves the right to reject the quotation without assigning any reason thereof.

Name of Item	Computers
Venue of submission	The Registrar, SNDT Women's University, Churchgate, Mumbai-400 020. Kind Attention Deputy Registrar, Establishment Department.
To be Addressed to:	The Registrar, SNDT Women's University, Churchgate, Mumbai-400 020.
Contact Telephone	022-22031879.
Deadline of Submission	06 October, 2025.

Instructions:

Dates mentioned here, are scheduled dates for the University Activities. Any changes in dates of submission and processing shall be notified in Tender/Quotations section on the University website (sndt.ac.in) below the respective quotation.

To view Quotation Notice, kindly following website of SNDT Women's University, Mumbai : sndt.ac.in Quotation should clearly mentioned all Technical Specifications mentioned in this document.

On top of envelop clearly mention "Computer Tender" and "Kind attention Deputy Registrar, Establishment Department". Otherwise no tenders will be entertained.

(Handwritten signature)

The quotations are invited for the following products:

Item: 5 Nos. of Desktop Computers.

Technical Specification:

Operating System	: Windows 11 Home Licensed
Processor	: Intel® Core™ i5 (13 th or higher generation)
Graphic Card	: Intel® UHD Graphics
Form Factor	: Desktop PC
RAM	: 16 GB DDR5
Hard Drive Description	: 1 TB SSD M.2 2280 PCIe 4.0x4 NVMe (PCI 4.0x4 preferred)
Display	: 24" full HD (1920x1080), IPS Panel , Anti Glare
Keyboard & Mouse	: Full Size Keyboard with numeric keypad and mouse (USB wired)
Software included	: Branded Antivirus preloaded
Software	: Microsoft Office Home & Student 2021 & above (Licensed)
Ports	: Min. 4x USB-A, 1xUSB-c, HDMI, Display Port, Ethernet.
Warranty	: 3 years warranty (on site)

The quotations are invited in two parts under Three Envelop System. Envelop-1 Technical envelope shall be enclosed and sealed in envelop, Schedule of Rates shall be filled in and enclosed in Envelop No-2. Both the sealed envelopes shall be kept in envelope No-3 which shall be big enough to contain two envelopes. On each envelop name and address along with contact number of bidder shall be written. On the top of it envelop name of the bidder should be mentioned.

Envelop No-1:-

1. Covering letter with details of Bidder, Address, Name if Proprietor, Telephone Number, Mobile Number, e-mail ID, Name, Signature and seal. In case of partnership firm, name and address of partners and copy of Partnership Deed.
2. Type of business entity: manufacture/authorized dealer, any other (to be specified).
3. Certified copy of GST registration along with seal.
4. PAN Card No. (Certified/Self Attached Copy) with seal.
5. List of main clients. (Minimum 10)
6. Last 3 years turnover to be certified by CA.
7. The details about technical specifications of products should be submitted in the prescribed format on the letterhead of the bidder along with seal & signature.

Envelop No-2:

The financial bid may be submitted in the prescribed format as above on the letterhead of the bidder.

Item	Rate per Unit (INR)	Taxes (INR) GST	Quantity (Total No.2)	Total Estimated Cost (INR)
1				
2				
3				

The rate must be inclusive of all charges. GST are to be mentioned clearly in the quotation. The final quantity may vary at the time of issue of purchase order.

Free delivery is required at SNDT Women's University, Churchgate, Mumbai-400 020.

The rate validity will be up to 45 days from the date of submission deadline.

All necessary documents, manuals to be handed over to the SNDT Women's University.

Packing and transport charges, transit insurance will be inclusive in the quoted rate.

University will issue Octroi Exemption certificate if required.

(Dr. Vilas D. Nandavadekar)
Registrar