

No.MIS 1 -21816/12  
03/01/2020

**QUOTATION NOTICE**

Sub : Supplyco-MIS Division –purchase of LapTop-- Quotes -reg:

Quotes are invited for the following item which is to be supplied at MIS Division,  
Supplyco Head Office, Gandhinagar, Kadavanathara P O, Kochi- 682020

SI No	Item	Qty required
1	LapTop	1 No.

**Technical Specification**

SI NO	Component	Details
1	Processor	Core i5 10 <sup>th</sup> Gen or Higher.
2	Memory	8 GB or Higher.
3	SSD	256 GB SSD or Higher.
4	Display	14” Touch screen or Higher.
8	Ports	1 x HDMI, 2 x USB 3.1 or Higher.
9	OS	Windows 10 Home Edition 64 bit.
10	Warranty	Minimum 1 Year.
11	Battery Backup	Minimum 6 hours or Higher.
12	Backpack	Required.

13	Additional Licensed Software	MS office.
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**Conditions**

1. The rates of item to be quoted should be inclusive of all taxes, installation, freight charges etc. The quotes will be submitted in the attached proforma (Annexure 1)
2. The L1 vendor should supply the items at MIS Division, Supplyco Head Office, Gandhinagar, Kadavanthara P O, Kochi - 682020
3. The quote to be submitted on or before 08/01/2020 to Manager(MIS), MIS Division, Supplyco Head Office, Gandhinagar, Kadavanthara P O, Kochi – 682020, Ph : 0484 2206791
4. Payment will be released within 15 days after supply

Sd/  
Manager (MIS)

**Annexure 1**

**Name and address of company :**

**GSTIN :**

<b>Sl No</b>	<b>Item</b>	<b>Quantity</b>	<b>Basic Rate</b>	<b>GST %</b>	<b>Rate inclusive of all taxes</b>
1	LapTop	1 No.			

Signature with date & seal