

National Council for Teacher Education
(A Statutory Body of the Government of India)
Wing – II, Hans Bhawan, 1, Bahadur Shah Zafar Marg,
New Delhi-110002

Quotation Through Website

Ref: F. No: 10-1/2008/NCTE/GA/(Pt.)

Date:2nd June, 2015

**QUOTATION FOR PROCURRING MATERIALS FOR SETTING UP OF VIDEO
CONFERENCING**

National Council for Teacher Education, New Delhi, a Statutory Body of the Government of India under the administrative control of Ministry of Human Resource Development invites sealed quotations under two-bid system from reputed and experienced agencies for ‘**PROCURRING MATERIALS FOR SETTING UP OF VIDEO CONFERENCING**’ at Headquarters, New Delhi and its four Regional Offices situated at Bhopal, Jaipur, Bhubaneshwar and Bangalore at the above address. The specifications of the materials to be purchased is as under:-

Sl.No.	Description	Total Quantity Required
1.	USB based PTZ Camera with Optical Zoom for 1080pixels (2 for Hqrs and 4 for RCs)	06
2.	Bluetooth / Wireless Enabled Speaker cum Microphone (Jabra 510) - 6 units (6 for Hqrs. and 12 for RCs.	18
3.	LED TV(size) 40” (Inch) for display of PC output - 6 units (2 for Hqrs and 4 for RCs)	06
4.	HP Laptop (configuration – i5 processor 4 th Gen, 15 Inch Display, 500HDD with 4 GB RAM, Windows 8.1 Professional (business series with 3 year warranty – 1 unit for Hqrs. And 1 Laptop each for RC office	05

2. The interested agencies/vendors are required to submit the Technical and Financial quotations separately. The quotation in Sealed Cover-I containing “**Technical Quotation**” and Sealed Cover-II containing “**Financial Quotation**” should be placed in a third sealed cover superscripted “**QUOTATION FOR PROCURRING MATERIALS FOR SETTING UP OF VIDEO CONFERENCING**” and should reach NCTE Office on or before **22nd June, 2015**.

3. **No quotation will be accepted after last date of submission of quotation.**

4. **The Technical Quotation (Annexure-I) and Financial Quotation (Annexure-II) duly signed by the firm/agency should contain in the Envelope-3 superscribed with “QUOTATION FOR PROCURRING MATERIALS FOR SETTING UP OF VIDEO CONFERENCING”.**

5. The NCTE reserves rights to reject any or all the quotations or accept them in part or to reject the lowest quotation without assigning any reasons.

6. The Quotation shall remain valid for 90 days from the date of receipt of the same. Any future clarification and /or corrigendum(s) shall be communicated through '**Tenders**' Section on the NCTE website www.ncte-india.org.

Section Officer (Admin)
NCTE, New Delhi

Tel: 011-23370119,
E-mail: mail@ncte-india.org

Fax: 23379980
Website: <http://www.ncte-india.org>

**APPLICATION LETTER
(Specimen)**

To

The Under Secretary (Admn)
National Council for Teacher Education
Wing – II, Hans Bhawan,
1, Bahadur Shah Zafar Marg,
New Delhi-110002

**Subject: QUOTATION FOR PROCURRING MATERIALS FOR SETTING UP OF
VIDEO CONFERENCING**

Dear Sir,

In response to your Tender/Quotation Notice for the above mentioned subject, I/We, a Private/Public Ltd Company / Partnership / Sole Proprietor submit the tender/quotation with the following particulars:

S.No.	Description	Particular
1.	Name of the Firm	
2.	Year of establishment	
3.	Registration Number with a copy of registration certificate	
4.	Registered Postal Address	
5.	a. Tele.no. b. Fax No. c. Mobile No.	
6.	Address of Branches, if any.	
7.	a. Name and address of Directors, in case of Company b. Name and address of Sole Proprietor c. Name and address of partners, in case of partnership firm	

The NCTE reserves the right to reject any or all the quotations or accept them in part or to reject the lowest quotation without assigning any reasons. The firm/bidder shall provide all logistics for setting up Video Conferencing at NCTE Headquarters, New Delhi and its four Regional Offices situated at Bangalore, Jaipur, Bhubaneshwar and Bhopal .

Thanking you,

Yours faithfully,
Signature
firm's seal

Date

(Name)

TECHNICAL QUOTATION

SUBJECT: QUOTATION FOR PROCURRING MATERIALS FOR SETTING UP OF VIDEO CONFERENCING

ENVELOPE-1 : TECHNICAL QUOTATION

(In separate sealed Cover-I super-scribed as Technical Quotation)

CONTENTS

1. Name of Company/ Firm/Agency
2. Name of proprietor / Director of Company / Firm / agency
3. Full Address of Reg. Office/ Telephone No./FAX No./ e-mail id
4. Full address of Operating / Branch Office/ Telephone No./FAX No./ e-mail id
5. T.I.N. No. (Attach copy)
5. The Parties/Bidders shall have **at least 03 years experience** in these fields and shall submit the **self attested copies** along with the quotation documents:
6. Details of works of similar nature carried out in Central/State Govt. bodies/ Departments/ PSUs/ Autonomous bodies/ industries/factories/ or other similar organizations during the last 3 years ending **31st March, 2015**.
7. The sealed tender should be dropped in the Quotation Box kept in the Administration Section of NCTE, New Delhi.
8. The rates should be indicated both in words and figures. In case of discrepancy between the figure (number) and words, the rates given in the words only will be taken as authentic and no further clarification will be sought from the bidder.

Signature of authorized person

Name: _____

Seal _____

Date:
Place:

Annexure-III

Details of other organizations where such materials for Video Conferencing were supplied during last 3 years

(Enclose supporting documents).

S.No.	Name and address of the Organisation	Contact No.

This information to be given in “Envelope No. 1 Technical Quotation”.

(Signature of Tenderer with seal)

Name:

Office Address:

Phone No (O):

Date:

