

File No. D-19015/1/2014-Admn.
Government of India
Ministry of Rural Development
Department of Land Resources

New Delhi, the 13th July, 2015

Notice Inviting Tender

To

As per list

Subject:- Supply of 17 Nos. MS office 2013 Professional Software

The undersigned is directed to invite quotations for supply of 17(seventeen) Nos. MS office 2013 Professional Software from authorized vendors of Microsoft Corporation Pvt. Ltd., for the official use in this Department.

2. The properly sealed quotations superscribed as "quotation for supply of MS Office 2013 Professional" addressed to 'Under Secretary(Admn.), Department of Land Resources, Room No. 3, Nirman Bhawan, New Delhi – 110011' should be dropped in the tender box kept at the Reception latest by **3.00 PM of 24th July 2015**. Quotations received after the stipulated time will not be entertained. The quotations will be opened on the same day at **4.00 PM**.

3. The quoted price should also clearly indicate details of taxes etc., if any, otherwise it will be presumed that the quoted price is inclusive of all taxes.

4. The firms are required to furnish the following documents along with the tender failing which their bids will be rejected.

- i) Complete Address and telephone Number of the firm
- ii) PAN Number, TIN Number, VAT Number
- iii) Copy of experience of last two years for supply of such services
- iv) EMD of Rs. 10,000/- in favor of "PAO, Department of Land Resources" payable at New Delhi
- v) Authorization from Microsoft Corporation Pvt. Ltd for supply of MS office 2013 Professional Software.

5. This Department reserves the right to accept or reject the quotations without assigning any reasons whatsoever.

Yours faithfully,



(Anoop Kumar)

Under Secretary to the Govt. of India
Tel. 011-2306 2722
e-mail: k.anoop@nic.in