



## NOTICE INVITING QUOTATION

### Quotation Schedule

Quotation No 2016/101/375	
Due date & time for receipt of Quotation	3.00 pm on 14.01.2019
Time for opening of Quotation	3.30 pm on 14.01.2019
Supply	Within 15 days on receipt of supply order

The Director, Kerala Institute of Local Administration (KILA), Thrissur invites sealed competitive quotations from the intending suppliers for the supply of following items for a period of ONE year to this institute, as and when it is required, as per the terms and conditions mentioned below:

### List of Computer Consumables required at KILA for a period of One Year

NO	ITEM
1	HP Laserjet 2015 D – Toner Cartridge (53A)
2	HP Laserjet P 1505 N – Toner Cartridge (36A)
3	HP Laserjet P 1007 – Toner cartridge (88A)
4	HP Laserjet P2727 - Toner Cartridge (53A)
5	HP Laserjet P 1566 – Toner cartridge (78A)
6	HP Laserjet P 3015 – Toner Cartridge (55A)
7	HP Laserjet P 1108 – Toner Cartridge (88A)
8	HP Laserjet 1213 nf – Toner Cartridge (88A)
9	HP Laserjet MFP M427fdn - Toner Cartridge (28A)
10	HP Laserjet M403dn - Toner Cartridge (28A)
11	HP Laserjet 1020 - Toner cartridge (12A)
12	Inkcartridge - T6641 Black
13	Inkcartridge - T6641 Cyan
14	Inkcartridge - T6641 Magenta
15	Inkcartridge - T6641 Yellow
16	CD-R
17	DVD-R
18	USB Flash Drive with USB 2.0 - 16 Gb
19	USB Flash Drive with USB 2.0 - 32 Gb
20	USB Flash Drive with USB 2.0 - 64 Gb
21	USB Flash Drive with USB 2.0 - 128 Gb
22	USB Flash Drive with USB 3.0 - 16 Gb
23	USB Flash Drive with USB 3.0 - 32 Gb
24	USB Flash Drive with USB 3.0 - 64 Gb
25	USB Flash Drive with USB 3.0 - 128 Gb
26	Portable Hard disk – 1 Tb
27	Portable Hard disk – 2 Tb



NO	ITEM
28	Optical Scroll Mouse (USB)
29	Apple Magic Mouse
30	Multimedia Keyboard
31	Wireless Keyboard (Logitech/Targus/Dell/HP)
32	Wireless Mouse (Logitech/Targus/Dell/HP)
33	HDMI Splitter - 1 input to Minimum 3 output
34	CD holder Bag - 2 layer
35	High quality Backpack for laptop
36	External Dual layer DVD writer
37	Internet Security Antivirus 3 User with ONE year licence
38	Targus Laptop cable lock with number lock system
39	Network crimping kit with all tools (Dlink/Bestnet)
40	Network punching tool (Dlink/Bestnet)
41	Network Cable tester (Dlink/Bestnet)
42	HDMI Cable - 2m (Belkin/BAFO/NT)
43	HDMI Cable - 5m (Belkin/BAFO/NT)
44	HDMI Cable - 15m (Belkin/BAFO/NT)
45	HDMI Cable - 20m (Belkin/BAFO/NT)
46	HDMI Cable - 25m (Belkin/BAFO/NT)
47	VGA Cable for Computer Monitor - 1m (Belkin/BAFO/NT)
48	Mini Display port to HDMI port connector (Belkin/Targus/BAFO/Apple)
49	HDMI port to VGA port connector (Belkin/Targus/BAFO/Apple)
50	USB C to HDMI
51	Extension Box (Belkin power surge protection)
52	CMOS Battery
53	MS Office (Home and Student 2016 or higher) for Mac Operating System
54	Corded Landline Phone with Speaker Phone (Beitel M78 / Panasonic)
55	Nylon Cable Tie (2.5 x 100 mm) - 1 packet of 100 piece
56	Nylon Cable Tie (3.2 x 200 mm) - 1 packet of 100 piece
57	Cable Ties with Label Marker Self Locking Tag Sign for Ethernet RJ45 RJ12 Wire
58	Power Cable of good Quality for CPU/Monitor - 1m
59	Power Cable of good Quality for CPU/Monitor - 2 m
60	Power Cable of good Quality for CPU/Monitor - 3 m
61	Power Cable of good Quality for CPU/Monitor - 5 m
62	High Speed 4 ports usb hub 3.0
63	2 (Two) Port Manual VGA Switcher
64	Screen Cleaning Kit for Laptop
65	Laptop Sleeve for 15.6" Laptop
66	Sennheiser PC 8 USB Wired Headset With Mic
67	Cover for 10.5-inch iPad Pro



NO	ITEM
68	Sleeve for 10.5- inch iPad Pro
69	3.5mm Stereo Audio Jack Earphone Headphone 2 Way Splitter
70	Laptop Internal Hard Disk to External Hard Disk (USB) Converter
71	Desktop Internal Hard Disk to External Hard Disk (USB) Converter
72	Creative SBS A35 2.0 Speaker
73	Multimedia 2.1 Speaker (Creative/Logitech)
74	IOT Thin client (Box PC Panache IOT)
75	Logitech HD Webcam B525 Webcam
76	Logitech C922 Pro Stream Webcam Webcam
77	Wireless Spotlight Presenter (Logitech)
78	Wireless Presenter (Logitech/Targus)
79	ASUS RT N12HP Wireless Router
80	Linksys LAP AC 1570 PoE Access point / Router
81	Linksys LAP AC 1200 PoE Access point / Router
82	Linksys LAP AN 600 PoE Access point / Router
83	Linksys Velop AC3900 Dual-Band WiFi Intelligent Mesh System (Pack of 3)
84	Universal Wi-Fi Range Extender (Netgear/Linksys)
85	Asus RT-N14UHP High Power Wireless-N300 3-in-1 Router
86	CAT 6 cable - (DLINK/Bestnet) (per meter charge)
87	CAT6 RJ45 jack - (DLINK/Bestnet)
88	RJ11 jack
89	CAT6 Information Outlet Socket with connectors (DLINK/Legrand/Schneider)
90	10/100/1000 8 port switch (DLink/Cisco)
91	10/100/1000 16 port switch (DLink/Cisco)
92	10/100/1000 24 port switch (DLink/Cisco)
93	10/100 5 port switch (DLink/Cisco)
94	D-Link DGS-1008P GIGABIT PoE Switch or equivalent
95	NETGEAR PROSAFE GS728TP PoE Switch or equivalent
96	CAT 6 patch chord (DLINK/Molex/Bestnet) - 1 meter
97	CAT 6 patch chord (DLINK/Molex/Bestnet) - 2 meter
98	CAT 6 patch chord (DLINK/Molex/Bestnet) - 5 meter
99	CAT 6 patch chord (DLINK/Molex/Bestnet) - 10 meter
100	KVM Switch (Dlink/ATEN) for TWO PC Connection
101	Colour Inkjet Printer with Print, Scan, Copy and Wifi with 33 ppm (Epson L405 or equivalent)

Sealed envelope containing the quotation duly signed by the Bidder(s) should be sent to the Director, Kerala Institute of Local Administration (KILA), Mulamkunnathukavu P.O., Thrissur – 680 681 with superscription “ **Quotation for Supply of Computer Consumables for a period of One Year** ”.



1. Quotation should reach either by Registered post or by person to the Director, Kerala Institute of Local Administration (KILA), Mulamkunnathukavu P.O, Thrissur-680 581 on or before 3.00 PM on 14.01.2019.
2. Quotations received after due date and time stated above will not be entertained under any circumstances. The Director, KILA will not be responsible for any postal delay or misplacement of Quotation documents sent by post. Quotations will be opened at 3.30 PM on 14.01.2019 in the presence of the interested quotationers or their authorized representatives whoever are present. In case the information submitted by the Bidder is found to be incorrect/false, at any stage, quotation of such party will be rejected.
3. The Director, KILA reserves to himself the right to reject any or all the Quotations without assigning any reason thereof and to call for any other details or information from any of the bidders.
4. The Director, KILA shall have the right to postpone/extend the date(s) of submission of Quotation/opening of bids.
5. The price quoted should be for the **unit quantity** mentioned above.
6. The rate of G.S.T and the amount of G.S.T. should be quoted separately.
7. Selected Vendor shall be required to be deposited Rs. 5000/- (Rupees five thousand only) as a security deposit, which will be returned after the expiry of the agreement.
8. The price must be quoted inclusive of all applicable GST charges, levies, handling and transportation charges, etc.
9. The items are to be supplied at KILA as and when required.
10. The Vendor will be selected only if they agree to supply all items mentioned in the quotation.
11. The date up to which the rates are to remain firm for acceptance should be mentioned.
12. An agreement has to be signed in Kerala Stamp Paper of Rs. 200/- for the supply of the items as in the quotation for a period of one year.
13. The selected Bidder shall supply the items within 15 days of the date of receipt of purchase order.



14. If the selected Bidder fails to supply the items within the said period of 15 days, The Director, KILA shall be entitled to cancel the purchase order given to the bidder and make alternative arrangements for the said supply.
15. Payment will be made by Director in due course by cheques or drafts through Bank or District Treasury, Thrissur.
16. Acceptance or non-acceptance of any quotation shall rest with the Director, KILA at his discretion.
17. Non-compliance with any of the conditions given herein may lead to the rejection of Quotation.
18. In the event of any default, failure negligence, breach or violation, in the opinion of Director, KILA, on the part of the selected bidder in complying with all or any of the conditions, KILA will be entitled and be at liberty to revoke the purchase order, by serving notice in writing.
19. Incomplete or conditional or optional Quotation will not be accepted. The optional either in model or in rates will not be accepted and the quotation will be rejected.

**DIRECTOR**