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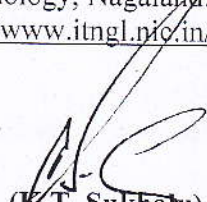
**GOVERNMENT OF NAGALAND**  
**DEPARTMENT OF INFORMATION TECHNOLOGY & COMMUNICATION**  
**NAGALAND: KOHIMA**

No. IT/1-8/09

Dated 25<sup>th</sup> October 2011

**Notice Inviting Tender for Empanelment of Firms**

1. Sealed quotations are invited from reputed Manufactures/Authorized dealers of Computer and Peripherals by affixing a court fee stamp of Rs. 7.50 for empanelment for supply of the same to Government Offices in Nagaland.
2. Manufactures/Authorized dealers are permitted to quote for computers, peripherals and the products of the OEM whom they have dealership as per the format in Form-B. Firms may quote for computer accessories, consumables & cartridges, UPS etc. in which they deal. Quotations should have Brand Name with Model Number and Technical Specifications
3. Terms of warranty after sales service should be clearly stated.
4. Empanelment of firms will be done on the basis of the capability of the firms to provide after sales service throughout Nagaland and those having good antecedents. The districts where the firm will be able to provide support must be stated.
5. A committee will physically inspect and verify the firms for empanelment.
6. The undersigned reserves the right to reject any quotation for incomplete submission of information without assigning any reasons whatsoever.
7. Quotations should be accompanied with an application form as per format in Form-A and fees for each category as per the format in Form-B only through Banker Cheque or Bank Draft in favour of "Director, Information Technology, Nagaland: Kohima" payable at Kohima.
8. The application fee in each category quoted shall be non-refundable.
9. The list of following documents must be enclosed:
  - a. Dealership certification from Original Equipment Manufacturer (OEM).
  - b. A valid Trade License.
  - c. 1 (one) year Balance Sheet.
  - d. VAT/CST registration certificates.
  - e. Technical Manpower details as per Form-C.
10. The bidder shall furnish as part of its bid a bid security/Bank Guarantee as per the prescribed format of Annex-I issued by a Nationalized bank of Rs. 1,00,000/- (Rupees One Lakh only) in favour of "Director, Information Technology, Nagaland: Kohima".
11. The last date for receipt of the tender both in hard and soft copy is ..... during office working hours and will be opened on ..... in the conference hall of Directorate of Information Technology & Communication. Firms may depute their representatives to be present during the opening of the tenders.
12. Interested parties may collect the application form from the directorate of Information Technology, Thizama Road, below New Secretariat Complex, Kohima: Nagaland on payment of Rs. 50/- (Rupees Fifty) only during office working hours.
13. The application form can also be downloaded from our URL <http://www.itngl.nic.in/>. However the tender should be accompanied by a Bankers' Cheque of Rs. 50/- (Rupees Fifty) in favour of "Director, Information Technology, Nagaland: Kohima".
14. Interested firms are requested to visit our URL <http://www.itngl.nic.in/> on regular basis for any clarifications and amendments.

  
(K.T. Sukhanu), IAS  
Secretary to the Govt. of Nagaland