

**GOVERNMENT OF MEGHALAYA  
MEGHALAYA ADMINISTRATIVE TRAINING INSTITUTE  
SHILLONG**

No. MATI.38/2021/

Dated, Shillong, the 23<sup>rd</sup> June, 2021

**QUOTATION NOTICE**

Sealed quotations are hereby invited from interested and reputed firms for the supply of the following items to the office of the **Director, Meghalaya Administrative Training Institute, Shillong**. Quotations should reach the office of the undersigned on or before 9<sup>th</sup> July, 2021 up to 3.00 p.m.

Sl. No.	Items and Specifications	Quantity
1.	Laptop <i>Specifications:</i> Dell XPS 13 Core i5; Processor: 11th Generation Intel® Core™ i5-1135G7 Processor (8MB Cache, up to 4.2 GHz); OS: Windows 10 Home Single Language, English; Graphics: Intel® Iris Xe Graphics; Memory: 8GB 4267MHz LPDDR4x Memory Onboard; Hard Drive: 512GB M.2 PCIe NVMe Solid State Drive; Display: 13.4" FHD+ (1920 x 1200) InfinityEdge Non-Touch Anti-Glare 500-Nit Display	1 No
2.	iMac 24" <i>Specifications:</i> Apple M1 chip, 8-core CPU; 8 GB unified memory; 1080p FaceTime HD camera with M1 ISP; Magic Keyboard with Touch ID <sup>1</sup> ; 512 GB SSD Storage; OS: MacOS.	1 No
3.	Apple iPad Pro <i>Specifications:</i> OS: iPadOS 14; Processor: Apple M1 chip; Internal Storage: 128 GB; RAM: 8 GB; Display: 11 inch Retina display; SIM Card: Nano-SIM (supports Apple SIM), eSIM	1 No
4.	Magic Keyboard for iPad	1 No.

The envelope containing the quotation duly super-scribed with "QUOTATION FOR MEGHALAYA ADMINISTRATIVE TRAINING INSTITUTE" must reach the undersigned on or before the stipulated date and time. Quotation received after the due date and time will not be entertained.

The undersigned reserves the right to reject any quotation without assigning any reason thereof and does not bind himself to accept the lowest rate whatsoever.

**TERMS & CONDITIONS:**

1. Price quoted should be inclusive of all applicable taxes, levies and freight charges (if vendors are out-stationed)
2. Delivery should be within 20 days from the date of issue of supply order otherwise order will be cancelled.
3. Payment will be made after installation and on bill system. The bill is to be submitted in triplicate.
4. No advance payment shall be made by the office.
5. If vendor does supply the items as per the specification, no payment will be made.
6. Rates once submitted cannot be changed and should be valid for at least one year from the date of contract.
7. At-least one year warranty period.
8. Vendors should provide after-sales service in station i.e., Shillong.



**Director,**  
Meghalaya Administrative Training Institute,  
Shillong