

SA37/H.O.

8 July, 2015

Sub: Quotations for Networking

Dear Vendor

The Akademi, National Academy of Letters, which deals in literature in 24 languages of India recognized by it, has been established by the Government of India, is an autonomous organization under Ministry of Culture to work actively for the development of Indian letters and co-ordinate literary activities in all Indian languages.

The Akademi is in process to install a new LAN setup at its Sales Office, Swati Building, Mandir Marg, New Delhi with the following requirement/specification:

S.No	Particular	Configuration
1	24 port switch	D-link/Linksys – POE
2	UTP Cable	CAT-6 (D-Link/AMP)
3	Rack	Mountable
4	Patch Cord	CAT-6 – D-link/AMP
5	I/O with gang box	D-Link/AMP
6	Installation	Cable lying in PVC conduits/crimping/Punching

You are requested to submit your quotation/competitive rates for procurement on the following terms and conditions:

- i) Profile of the company along with the registration certificate.
- ii) copy of PAN/TAN/Services Tax/VAT
- iii) on acceptance of the quotation the supply/installation is to be made within a weeks' time from the date of work order.
- iv) the rates quoted shall be valid for a period of six months
- v) payment shall be made within 30 working days' time on satisfactory completion of the work and submission of bill along with completion certificate.
- vi) Quotations addressed to Secretary, Sahitya Akademi, Rabindra Bhavan, 35 Ferozeshah Road, New Delhi – 110001 may be sent/submitted latest by 22 July, 2015.

**If found/considered necessary, you may visit the location before submitting the quotation.**

Sd/-  
Renu Mohan Bhan  
Deputy Secretary (Admn.)