



No. NCDIR/NCRP/3/2020

31 January 2020

NOTICE INVITING SEALED QUOTATION

Sir/Madam

Sub: Sealed quotation for supply & installation of CorelDraw Graphics Suite 2019 for Windows – Education License for National Centre for Disease Informatics and Research, Bengaluru.

With reference to the above, sealed quotations are invited for supply & installation of CorelDraw Graphics Suite 2019 for Windows – Education License for National Centre for Disease Informatics and Research, Bengaluru with the following specifications:

S.No.	Specifications	Qty.
1	Supply & installation of CorelDraw Graphics Suite 2019 for Windows – Education License	One
2	Graphics and design support	
3	Photo Editing Support	
4	Page layout editing support	
5	Font management support	
6	One time payment (lifetime use)	

The terms and conditions are as follows:

1. The software should include license including installation along with the terms and conditions for supply of software like warranty, validity, delivery, payment etc. No installation charges will be paid by this office.
2. Necessary training/instructions to install the software should be given by the installation engineer to NCDIR staff at the firms cost after completion of the installation.
3. Guarantee/warrantee periods as well as facilities available for after sales service may also be indicated clearly.
4. The application license provided should be compatible with both 32-bit and 64-bit operating system.
5. The quotation should be valid at least for a period of one year from the date of closing of quotation.
Validity: The rates quoted are valid for minimum period of one year and any further orders during the period holds good for repeat orders. The rates once quoted should not be altered for any reasons during the period.
6. **Time limit:** Within three weeks from the date of issue of work order for supply & installation of CorelDraw Software.
7. **Taxes:** Government taxes as applicable e.g, GST etc. should be clearly mentioned in your quotations.
8. **Payment terms:** Payments will be made only after satisfactory installation of software and demonstration at NCDIR, Bangalore.

The quotation should be submitted in sealed cover and so as to reach this office on or before 20-02-2020 by 5.00 PM by speed post / registered post / courier and addressed to **The Director, National Centre for Disease Informatics and Research, Nirmal Bhawan – ICMR Complex (II Floor), Poojanahalli, Odd N.H.7, Adjacent to Trumpet Flyover of BIAL, Kannamangala Post, Bangalore- 562110.** Please mention the enquiry number and due date on the left hand sided top corner of the envelope.

Yours faithfully


Administrative Office
For Director

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2. Office Copy