



भारतीय प्रौद्योगिकी संस्थान दिल्ली

Indian Institute Of Technology Delhi

Hauz Khas, New Delhi-110 016.

Website : www.iitd.ac.in

Store Purchase Section



Date : 22-Aug-2012

ISPS-1190

Sub : Purchase of computers on DGS&D Rate Contract

This SPS-circular is in connection to earlier CIRCULAR on rate contract of desktop computers and laptops through DGS&D. A committee was constituted for rate contract of computers, laptops at institute level and the recommendation of the committee is as under:

- The committee feels the since RATE CONTRACT of standard computers, laptops, printers and peripherals are already exists through DGS&D (<http://www.dgsnd.gov.in>), faculty members may procure them through it. Purchasing from DGS&D is completely hassling free since there is no need for a purchase committee, quotations and financial comparison of multiple quotations. Only the approval of CFA (Chief Financial Authority, i.e. Dean, HoD as the case may be) is required. The order should be placed directly to the suppliers/ agents enlisted for the product. International brands like HP, HCL, ACER, SAMSUNG, Cannon etc. are available in the DGS&D. All desktop computers and laptops are offered with three years warranty. IIT Delhi will take one or two specific distributors name from each manufacturer under rate contract to get better service. HP has already identified its sole agent / supplier i.e. HD Infomatrix Solutions Pvt. Ltd for supply and support of all HP product purchased through DGS&D (Tel: 011-46548682, 09818364228, email: sales@hdinfomatrix.com).
- The RATE CONTRACT of specialized computers from NICSI (<http://www.nicsi.com>) is awaited and it will be communicated to all once it becomes operational. In the meantime the committee will try to negotiate with NICSI to manage a separate RATE CONTRACT for IIT Delhi in collaboration with them.
- The rate contract procedure is an enabling mechanism to help the institute in streamlining its computer purchases. Feedback will be obtain from all departments and centers on the process of obtaining computers and laptops from DGS&D and IIT Delhi will also try to get a customized rate contract with NICSI for educational uses.
- For any specific need of specialized computer / laptop which is not covered by DGS&D, the existing practice of purchasing through tendering process will continue.

All are requested to co-operate.

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