



**Praja Foundation**

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Request for Proposal

Date : 21<sup>st</sup> July 2017

Praja is a non-partisan organization working towards enabling accountable governance. To know more about our work and goals, please visit [www.praja.org](http://www.praja.org).

Requirement for Mumbai Office

Requirement for computers, Laptop (please see descriptions below).

Sr	Item Name	Qty	Details
1	Desktop	3	I-3 Processor 4 Gb DDR 3 RAM 1 TB HDD Cabinet with SMPS 20" LED TOPVIEW USB KEYBOARD & MOUSE
2	Laptop	1	I-3 Processor 4 GB DDR3L RAM 1 TB hard drive 15.6-inch screen, Operating system Windows 10

Scope of service

- The scope of this project needs to include delivery and installation of networking equipment.
- There will be maintenance for the computer equipment as per warranty given by company.
- The selected bidder will be responsible for committing to timeframes and schedules based on deadlines that will be established. Contract terms and conditions will be negotiated upon selection of the winning bid.

Please send the quotation on your letterhead mentioning the specifications of service and charges including taxes as applicable, via email or in a sealed envelope by 20<sup>th</sup> August 2017. For any queries kindly contact Ms. Priyanka Sharma (022 – 6525 2729) or Ms Rashmi Kapoor (022 – 22618042). You can also email us at [priyanka@praja.org](mailto:priyanka@praja.org) or [rashmi@praja.org](mailto:rashmi@praja.org).