

**KERALA AGRICULTURAL UNIVERSITY**

Directorate of Information Systems
KAU Main Campus, KAU P.O., Thrissur-680656
e-mail: dis@kau.in Phone: +91-487-2438182

No.KAUDIS/103/2023-DIS A1

Date: 30.09.2023

QUOTATION NOTICE

Sealed quotations are invited for the supply of Adobe Acrobat Professional given in the table below. The quantity required has been given against their name in the table.

SLNo	Item	Quantity
1	Adobe Acrobat Professional Standard	1

All terms and conditions prescribed for Government procurements as amended from time to time are applicable in this case also along with the special conditions mentioned in Annexure I. The under signed has the right to accept or reject any or all quotations without assigning any reason thereof.

Director of Information Systems

ANNEXURE 1**Terms and conditions:**

- 1 The firms or companies quoting the price should have service support or centers based in Kerala.
- 2 The firms or companies quoting the price should submit the brochure of the item.
- 3 The price quoted should be inclusive of all taxes, costs for clearance, transportations, loading, unloading, supply and training etc.
- 4 Sealed quotations should be submitted to “Director, Directorate of Information Systems, KAU, Vellanikkara, KAU P.O., Thrissur - 680 656”, superscribing the envelope with notification no., date and opening date and time.
- 5 Sealed quotation should reach this office on or before 12.00 pm on 10.10.2023 and will be opened at 3.00 pm on 11.10.2023 in the presence of bidders or their authorized representatives. The quotations received after the stipulated date and time will not be accepted in any circumstances.
- 6 Every quotation must include all items and quantities specified in Annexure 1 and partial quotations will be rejected.
- 7 All items should be carrying at least one-year manufacturer warranty and supporting documents should be submitted.
- 8 Items should be delivered to “Director, Directorate of Information Systems, KAU, Vellanikkara, KAU P.O, Thrissur - 680 656”.
- 9 Rates quoted should be valid for a minimum period of 90 days from the date of opening the tender.
- 10 Delivery: Within two weeks from the date of receipt of purchase order. The equipment should be delivered to “Director, Directorate of Information Systems, KAU, Vellanikkara, KAU P.O., Thrissur - 680 656 at your own expenses and any packing, forwarding, freight, loading/unloading/handling or installation charges will be met by the firm.

**Director of Information Systems**