



MEGHALAYA ENERGY CORPORATION LIMITED
(A Government of Meghalaya Enterprise)
Corporate Affairs

Corporate Identification No.U40101ML2009SGC008374
LUM JINGSHAI, SHORT ROUND ROAD, SHILLONG 793 001, MEGHALAYA
Website address : www.meecl.nic.in, Email: corpaffairs.meecl@meghalaya.gon.in

U/o No. MeECL/CA/GA/195/202/48

Dated: 16-06-2025

✓ **Executive Engineer(MIS), MePDCL, Shillong, U/o**

Subject:- **Notice Inviting Tender on Quotation basis**

With reference to the above, kindly upload the following specification of Computers & Printer in the MeECL website for the Notice Inviting Tender on Quotation basis.

The Tender is invited from the reputed supplier by the Meghalaya Energy Corporation Limited.

The details of Supply are as follows:

S. No	Particular	Specifications	Unit	Quantity
1	Desktop	Windows 11 Pro 64- bitIntel Core i5 (12 th Gen or newer, 64 bit) 16GB Ram, 64 bit) 16GB Ram. (DDR4/DDR5) 512 GB SSD23" Monitor (Desktop) OR 15.6" Laptop with similar features	No	4
2	Laptop	Windows 11 Pro 64- bitIntel Core i7 (12 th Gen or newer, 64 bit) 32GB Ram, 64 bit) 16GB Ram. (DDR4/DDR5) SSDDedicated Graphics27" Monitor (Desktop)OR High-PerformanceLaptop	No	1
3	Laptop	Windows 11 Pro 64- bitIntel Core i5 (12 th Gen or newer, 64 bit) 16GB Ram, 64 bit) 16GB Ram. (DDR4/DDR5) 512 GB SSD23" Monitor (Desktop) OR 15.6" Laptop with similar features	No	2
4	Printer	HP Lazerjet Pro M126mw	No	5
5	Printer	Epson Workforce DS-50000 A3 Flatbed Document color image Scanner, fixed document and moving carriage, 4-line colour CCD	No	1
6	Printer	Epson Colour, EcoTank, L3210	No	1

1. Last Date and Time of Submission:

30/06/2025, up to 3:00 PM

2. Date and Time of Opening of Quotations:

30/06/2025, at 4:00 PM

3. Place of Submission:

Director Corporate Affairs,
Short Round Road, Lumjingshai,
MeECL-Shillong-793001

4. Terms & Conditions:

1. The quotation should be submitted in a sealed envelope clearly marked "Quotation for Item Name"
2. The rates should be quoted **inclusive of all taxes**, on FOR (Delivery Location).
3. The rate for Annual Maintenance Contract has to quote separately which will be paid extra, during the AMC period on yearly basis.
4. The Supplied items should comply with the standard guarantee and warranty (i.e. one years). Upon the expiry of guarantee and warranty, the Annual Maintenance Contract (AMC) will start for two years.
 - i. Guarantee and warranty will commence from the date of commissioning of supplied system/ items.
5. The quotation must be valid for at least **180 days** from the date of submission.
6. The supply/work should be completed within **15 days** from the date of issue of the purchase/work order.
7. The Supplier failed to supply the items as per stipulated time frame a penalty of 0.5% per week of estimated cost/ quoted rate whichever is higher.
8. Payment will be made after satisfactory delivery/installation and submission of bills.
9. The organization reserves the right to accept or reject any or all quotations without assigning any reason.

5. Eligibility Criteria:

- Valid GST registration of Meghalaya.
- PAN card


6. Contact Person:

Name: Smti June Nonglait

Designation: Joint Secretary, MeECL

Phone: 8014042715

Email: corpaffairs.meecl@meghalaya.gov.in


(J. Nonglait)
Joint Secretary