



साहित्य अकादेमी

गुना कॉम्प्लेक्स (दूसरा तल), 443 (304), अन्ना सालै, तेनाम्पेट, चेन्नै - 600018

तार : साहित्यकार : दूरभाष : 2435 4815, 2431 1740 टेलीफैक्स : 2431 1741

Sahitya Akademi

(National Academy of Letters)

Guna Complex Main Building, IInd Floor (Rear Side)

443 (Old No.304), Anna Salai, Teynampet, Chennai - 600018.

Phone : 2435 4815, 2431 1740 Telefax : 2431 1741

Email : sahytaakademichennai@gmail.com Gram : 'Sahityakar'

SAC.37/AMC/ 436 - 440

May 7, 2018

Dear Sir,

Sub: Inviting quotations for entering into annual maintenance contract for computers, printers, scanners, UPS and LAN at the sub-regional office of Sahitya Akademi at Chennai

Sahitya Akademi (National Academy of Letters) which deals in literature in 24 languages of India recognized by it was established by the Government of India and is fully funded by the Ministry of Culture to work actively for the development of Indian letters and coordinate literary activities in all Indian languages.

Sahitya Akademi Chennai calls for sealed quotations for entering into annual maintenance contract for the maintenance of the following:

Sl. No.	Item/Description	Qty.
1	Desktop Computers	8 nos.
2	HP G4050 Scanjet Scanner	1 no.
3	HP Scanjet G2410 Scanner	1 no.
4	HP Laserjet Printers	6 nos.
5	HP CP1025 Colour Printer	1 no.
6	HP F4488 Colour Printer	1 no.
7	LAN & UPS	

Sealed quotations superscribed as 'Quotation for annual maintenance contract for Computers, Printers, Scanners, UPS & LAN' should reach this office on or before May 14, 2018. Quotations received after this date will not be accepted. Sealed quotations will be opened at the office premises on May 15, 2018.

The successful firm will be required to undertake maintenance work for a period of one year from the date of awarding the contract. This office can terminate the contract summarily anytime if the work/service of the contractor is found unsatisfactory. This office also reserves the right to accept or reject in part or full, any quotation without assigning any reason therefor.

Thanking you,

Yours sincerely,


(T.S. Chandrashekhara Raju)
Office-in-Charge