



SUCHITWA MISSION
Local Self Government Department
Government of Kerala

No. SM/2290/2025-TA(IT&E-GOV)

Date: 12-03-2026

QUOTATION NOTICE

Sealed quotations are invited from authorised dealers/ suppliers for the supply of 2 (Two) Laptops for office use.

Due date and time for receipt of quotations	20.03.2026 3.00 PM
Date and time for opening of quotations	20.03.2026 4.00 PM
Designation and address of the officer to whom the quotation is to be addressed	The Executive Director, Suchitwa Mission, 4th Floor, Revenue Complex, Public Office Compound, Thiruvananthapuram - 695033
Superscription: Quotation for the supply of laptops	

Basic Specifications for the laptops:-

HP Intel core i5 (2 nos),
RAM 8 or 16 GB DDR4 expandable up to at least 16 GB
SSD - 512GB or Higher,
Windows 11 Professional with MS office
14" FHD screen
Minimum 1 year warranty

Terms and Conditions

1. The cover in which quotation is submitted should be superscribed as 'Quotation for the supply of laptops' and should be sealed with full address of the firm noted on the cover.
2. Quotation should mention in detail, quotes for the rate of the item and for the installation and connected accessories.
3. All quotes should be inclusive of all taxes.
4. Quotations will be received up to 20.03.2026, 3.00 PM.
5. Quotations will be opened at 4.00 PM on 20.03.2026, in the presence of the quotationers present, if any, at that time.
6. The quotations received after the time limit will not be considered.
7. Purchase will be strictly in accordance with the Stores Purchase rules and item should be supplied within 10 days from the date of issuing the supply order.
8. Executive Director, Suchitwa Mission has the full authority to accept or reject any of the quotations without any reason thereof.

Further details may be obtained from this office during the office working hours till 20.03.2026, 2.30 PM.

Jahangeer S
DIRECTOR (OPERATIONS)