

## **CSIR – Central Scientific Instruments Organisation**

Sub: Requirement of MS office and Windows

Reference Order No.: iSenS/HCP-59/2024/DP\_12

1. The order should not be preferably split. The comprehensive quote considering fabrication/fitment of all components, for at CSIO will be considered.
2. The required quantity is mentioned against each component in annexure-I. The components should be sealed /packed as per the original factory packing. If found damaged, will be returned.
3. The price should be including ex-CSIO delivery.
4. The valid coc/inspection report should be shared wherever applicable.
5. The budgetary quote along with authorization letter from the OEM should be sent to [akbansal@csio.res.in](mailto:akbansal@csio.res.in) & [kumarmukesh@csio.res.in](mailto:kumarmukesh@csio.res.in) maximum by 10:00AM on 17.06.2024 (Monday)
6. Payment and other things as per CSIO norms.
7. The details of the user will not be shared.
8. Supplier to share the delivery timelines after PO and payment terms. Release of PO is purely the prerogative of CSIO.

## **Specification**

1. Microsoft office 2021 professional enterprise series. Complete pack with Word, Excel, Power point, Outlook, Teams, OneNote, Publisher, Access with soft key and lifetime activation (8 license)
2. Windows 10 64-bit pro free upgrade to win pro (3 license, lifetime validity)