

CENTRE FOR PROFESSIONAL AND ADVANCED STUDIES (CPAS)
Gandhinagar, Kottayam, Kerala

NOTICE INVITING QUOTATION

Sealed quotations are invited from reputed and eligible suppliers for the supply, installation, testing and commissioning of an EPABX Telephone System at the Centre for Professional and Advanced Studies (CPAS), Gandhinagar, Kottayam, as per the technical specifications and requirements given below.

1. Technical Specifications

Parameter	Minimum requirement
System type	Digital EPABX/PBX suitable for office telephone communication.
External telephone lines	Minimum 3 analog trunk line ports for connecting compatible external telephone lines.
Internal extensions	Minimum 8 analog extension ports.
Telephone instruments	Compatible analog telephone instruments suitable for the proposed system.
Internal communication	Direct calling between extensions without using external telephone lines.
Call management	Call transfer, call hold, call forwarding and conference calling.
Caller identification	Support for caller line identification (CLI), subject to compatibility with the telephone service provider.
Auto-attendant	Built-in auto-attendant/voice guidance facility.
Power failure provision	Power-failure transfer facility for an external telephone line, where supported by the proposed configuration.
Protection	Appropriate protection against electrical surges and voltage fluctuations.
Installation	Complete installation, configuration, testing and commissioning, including demonstration of all supplied functions.

The system offered shall meet or exceed the above specifications. The make, model and detailed technical specifications of the equipment offered shall be clearly indicated in the quotation.

2. Price Schedule

Sl. No	Description	Quantity	Rate
1	Digital EPABX system meeting the above specifications	1 No.	₹ _____
2	Compatible analog telephone instrument	8 Nos.	₹ _____ per instrument
3	Installation, testing and commissioning	1Lot	₹ _____
4	Cabling and wiring, if required	1 Lot	₹ _____

The total cost of the 8 telephone instruments shall also be indicated separately. Any proposed cabling or wiring charges shall be specified, even if quoted as nil.

3. Financial and Other Conditions

1. Basic price of each item.
2. GST rate and GST amount separately for each applicable item.
3. Total amount inclusive of GST.
4. Transportation, cabling, accessories and any other additional charges, if applicable, separately.
5. Warranty period for the EPABX system and telephone instruments.
6. Delivery, installation and commissioning period.
7. Payment terms and validity of the quotation.

No additional charges other than those specifically disclosed in the quotation and approved by CPAS shall be payable. The quoted price shall cover all items and services expressly included in the offer.

4. Submission of Quotation

The quotation shall be submitted to:

The Director

Centre for Professional and Advanced Studies (CPAS)

Gandhinagar, Kottayam, Kerala

Last date for submission: **04.11.2026**

Date and time of opening: **04.11.2026, 2pm**

CPAS reserves the right to accept or reject any quotation, wholly or partly, without assigning any reason.

Sd/-

Director

Centre for Professional and Advanced Studies (CPAS)

Gandhinagar, Kottayam

* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.