Computer Physical Verification Checklist

    A) Hardware
1. RAM…………………………………………………… ….
2. Processor……………………………………………….
3. Memory…………………………………………….........
4. Hard Drive……………………………………………….
5. Graphics Card………………………………………….
6. Optical Drive(CD)...
7. Output connector……………………………………….
8. Display Resolution……………………………………..
9. Screen Size…………………………………………...
10. Others…………………………………………… ...
   ……………………………………………………………
   ……………………………………………………………
   ……………………………………………………………

    B) Software
1. Operating System(OS)..
2. Office Package……………………………………….....
3. Basic Application to run system…………………………
4. Others……………………………………………………..
   ……………………………………………………………..
   ……………………………………………………………..
   ……………………………………………………………..

    Serial Number:...
    Item:.......................................

    C) Other Spec as per Tender document
   ……………………………………………………………….
   ……………………………………………………………..

Date:

Verified By:...............................
Designation:............................
Department……………………..

Sign & Seal…………………….