Limited Tender Notice for

“Supply and maintenance of 5 Laptops to KVIC”

Khadi and Village Industries Commission

Directorate of Information Technology
3, Irla Road, Vile Parle (West), Mumbai- 400 056

Email: egov.kvic@gov.in
Website: www.kvic.org.in
Phone: 022-26712087
Limited Tender Notice for
“Supply and maintenance of 5 Laptops to KVIC, Mumbai”

Proposals are invited from OEMs/authorized Dealers by the Khadi and Village Industries Commission (KVIC), Gramodaya, 3, Irla Road, Vile Parle(W) Mumbai – 400056 for supply and maintenance of 6 Laptops with warranty/maintenance for 3 years.

Khadi and Village Industries Commission (KVIC) is a statutory body created by an Act of Parliament (No.61 of 1956 and as amended by Act.No.12 of 1987 and Act.No.10 of 2006). Established in April 1957, it took over the work of the former All India Khadi and Village Industries Board. It functions under the administrative control of the Ministry of Micro, Small and Medium Enterprises, Government of India.

Detail of Request for Quotation

- Tender No: KVIC/DIT/VC / 2020-2021
- Supply of Laptops with the configuration mentioned herein.
- Maintenance / Onsite Warranty – For 3 years
- Last Date &Time for submission of Proposal: 03/09/2020, 15.00 Hrs
- Bid Opening date: 03/09/2020, 15.30 Hrs

Correspondence Address: Deputy CEO – Information Technology
Khadi and Village Industries Commission
Gramodaya, 3, Irla, Vile Parle (W),
Mumbai: 400 056
Submission of Bids:

Two Bid System shall be followed. Bidders should take due care to submit the Quotation in accordance with the requirement in sealed covers. Bidders shall submit the Quotation in Two Envelopes i.e. One containing Pre-Qualification and the other containing FINANCIAL BID as mentioned below.

Part I

Pre-Qualification Criteria

Copies of the following documents duly Signed by the authorized officer and Stamped - to be submitted along with Pre -Qualification - PART- I (As supporting document)

<table>
<thead>
<tr>
<th>Sr.No.</th>
<th>Criteria</th>
<th>Testimonials/Copies to be Submitted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>The firm should be registered in India</td>
<td>Registration certificate</td>
</tr>
<tr>
<td>2</td>
<td>The Firm should be the OEM of the Laptop or an authorized Seller of the OEM.</td>
<td></td>
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<tr>
<td>3</td>
<td>The firm should have experience in selling and maintaining laptops for the last 3 years.</td>
<td>Copies of 3 work orders received and executed during last 3 years</td>
</tr>
<tr>
<td>4</td>
<td>The Firm should not have been blacklisted with any of the Government agencies. The Self Certified letter on Company’s Letter head in this respect is to be submitted by the bidder</td>
<td>Self declaration</td>
</tr>
<tr>
<td>5</td>
<td>The bidder/OEM should have support center in Mumbai / Navi Mumbai /Thane (MMR) for the dedicated components of laptop</td>
<td>List of such centers address with contact person with contact number</td>
</tr>
<tr>
<td>6</td>
<td>The Firm should have GST Registration</td>
<td>Certificate</td>
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</table>
PRICE / COMMERCIAL BID

a) There should be two covers – One outer cover which contains pre-
qualification documents and the model number and configuration of laptop
quoted. Second sealed cover containing Price Bid.

b) Price Bid format is given on the last page.

c) It should contain duly completed price Bid Format with rates with no other
terms and conditions. Price bid containing conditions (other than RFP
conditions) shall be liable for rejection.

Scope of work

1. Supply of 5 Laptops at KVIC, Irla location- DELL or HP brands.
2. Installation completion.
3. Warranty for 3 years – Any fault reported should be attended by the next
working day by sending engineers on site.
4. This office reserves the right to increase or decrease the quantity.
5. Supply of Laptops should be made within 4 working days after receipt of
purchase order.

Other Terms and Conditions.

a. Incomplete tenders are liable to be rejected without asking for clarifications. KVIC
reserves the rights to accept or reject any or all the bids / tenders without assigning any
reason thereof.

b. KVIC reserves right to increase or decrease quantity.

c. The tender shall be submitted in hard copies duly stamped and signed and as per Two
Envelope System.

d. Conditional Tender will be rejected.

e. Validity period of the Commercial offer will be 30 days from the date of Receipt of the
Proposal Documents.

f. While submitting the Commercial Proposal (Part II), the vendors shall take into
consideration that the prices to be quoted shall be inclusive of all applicable taxes,
charges etc.

g. Selection of firm/vendor will be based on the L1 Commercials.

h. Billing Address is the same as communication address
PAYMENT TERMS

➢ All prices should be in Indian Rupees (INR)
➢ No advance payment will be made.
➢ Payment will be made after successful delivery and installation of the laptops.

Specification of laptop to be supplied:

1. Processor – Intel Core i5-1035G1 (1.0 GHz base frequency, up to 3.6 GHz with Intel®
   Turbo Boost Technology, 6 MB L3 cache, 4 cores) or higher
2. RAM – 8GB DDR4-2666 SDRAM (onboard) or higher
3. Display 13.3 inch, FHD, touch screen with multi touch functionality
4. Storage – 512 SSD
5. Intel UHD Graphics
6. HD camera with camera shutter and integrated dual array digital microphone
7. Backlit keyboard
8. Minimum 3 USB with both 3.0 and 2.0
9. Warranty – 3 years Onsite
10. OS – Windows 10 64 bit
11. Wireless - Intel Wi-Fi 6 AX 201 (2x2) and Bluetooth 5 Combo (Supporting Gigabit file
    transfer speeds)
12. Standard Carry case

(Commercial Bid format)

From
(Company Letter head)

To
Deputy CEO – Information Technology
Khadi and Village Industries Commission
Gramodaya, 3, Irla, Vile Parle (W),
Mumbai : 400 056

Sir,

With reference to the tender notice for laptops, the rates are quoted asunder:
<table>
<thead>
<tr>
<th>S NO</th>
<th>Make and Model No.</th>
<th>Brief Config</th>
<th>Price per laptop inclusive of GST and other levies with 1 year warranty</th>
<th>Price for extending warranty for 2 more years Including GST and other levies</th>
<th>Total price for one Laptop with 3 years warranty</th>
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<td>1.</td>
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I/we declare that I/we have gone through and shall abide by the terms and conditions detailed in the tender document for supply of computer hardware required by your office.

Place
Date
Authorized signatory
(Sign and Company seal)