

MANAGEMENT DEVELOPMENT INSTITUTE MURSHIDABAD

Ref. No. : MDIM/Admin/IT(Tender)/2020/141

Date: 12/11/2020

Dear Sir,

Subject: Limited Tender Enquiry for supply & installation of All-in-One desktop, Laptops & Multi-Function Laserjet Printers

Management Development Institute Murshidabad (MDIM) invites quotations (in digital format) from reputed Original Equipment Manufacturers (OEM) or their authorized partners for supply & installation of all-in-one desktop, laptops and multi-function laserjet printers as per the scope of work and terms & conditions mentioned in the enclosed document.

Bids are to be submitted in the following manner:

- The quotation along with other required documents to be created in a single PDF file format and the said file must be password protected and to be sent at etender@mdim.ac.in along with password. The subject line of the email should be as "Tender for Supply & Installation of All-in-One Desktop, Laptops & Multi-Function Laserjet Printers" on or before 25/11/2020 up to 15:00 Hrs.
- While submitting, the bid documents must be signed and stamped as a token of acceptance of all terms and conditions.

IMPORTANT DATES: -

Last Date for Submission of Bids: 25/11/2020, up to 15.00 Hrs.

The bidders are requested to read the tender documents carefully and ensure compliance with all terms & conditions and specifications herein. Non-compliance with specifications and terms & conditions in this document may disqualify the bidders from the bidding process.

Quotations received after due date and time will not be considered or accepted and no request or appeal will be entertained in this regard. MDIM authority reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.

Please refer our website (<https://www.mdim.ac.in/tender>) for any Addendum.

Encl. –

- 1) Annexure-I (Scope of work)
- 2) Annexure-II (Terms & Conditions)
- 3) Annexure-III (Technical Bid)
- 4) Annexure-IV (Financial Bid)



K. Gupta
Registrar 12/11/2020
Registrar
MDI Murshidabad

Annexure-I (Scope of work)

Subject: Limited Tender Enquiry for supply & installation of All-in-One desktop, Laptops & Multi-Function Laserjet Printers

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Supply and installation of 1 (one) no. of all-in-one pc, 2 (four) nos. of laptops and 3 (three) nos. of multi-function laserjet printers with the following specifications –

Laptop (Qty: 02 nos.)

Processor Brand	Intel
Processor Type	Core i5
Processor Generation	9 th or Higher
RAM Size	8 GB
Cache (MB)	8
Chipset	Integrated (SOC)
Computer Memory Type	DDR4
RAM Upgradability	32 GB, 2 users replaceable DIMM Slots
Hard Drive Size	1 TB
Standing screen display size	14 Inches or above
Resolution	1920 × 1080 (Full HD)
Camera	HD Camera with Microphone
Speaker Description	Integrated in the laptop
Ethernet Port	1 (10/100/1000 Gigabit port)
Connectivity type	Wi-Fi (802.11ac and AX), Bluetooth-v5.0
Operating System	Windows 10 Professional (preloaded from OEM Factory with confirmation from OEM on this)
Warranty	3 Years NBD including Battery from OEM.
Carry bag	OEM backpack with OEM logo.

All-in-One Desktop (Qty: 01 no.)

Processor Brand	Intel
Processor Type	Core i7
Processor Generation	9 th Generation or Higher
Processor Speed (Min)	2.00GHz or Higher
RAM Size	16 GB
Cache (MB)	16 or above
Chipset	Intel Q Series
Computer Memory Type	DDR4
RAM Upgradability	64 GB or Higher, 2 DIMM Slots
Hard Drive Size	1 TB (7200 RPM)
Standing screen display size	21.5 Inches or above
Resolution	1920 x 1080 (Full HD)
Camera	2 MP with physical privacy feature
AIO Stand	Height Adjustable Stand
Speaker Description	Dual 2 W speakers
Ethernet Port	1 (10/100/1000 Gigabit port)
Connectivity type	Wi-Fi (802.11ac and AX), Bluetooth-v5.0
Keyboard & Mouse	USB keyboard & mouse (same OEM make)
Operating System	Windows 10 Professional (preloaded from OEM Factory with confirmation from OEM on this)
Warranty	3 years NBD from OEM

Emplo



Multi-Function Laserjet Printers (Qty: 03 nos.)

Functions :	Print, copy, scan and fax
Control panel:	3-inch (7.6 cm) colour touchscreen
Automatic document feeder:	35-sheet
Networking:	Built-in Ethernet, Wi-Fi 802.11b/g/n
Built-in automatic two-sided printing:	Yes
Warranty	Standard warranty as per OEM's terms & conditions.



Annexure-II (Terms & Conditions)

Subject: Limited Tender Enquiry for supply & installation of All-in-One desktop, Laptops & Multi-Function Laserjet Printers

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1. Annexure-IV (Financial bid) as per our prescribed format should be submitted on company letter head and duly signed by the authorized person.
2. Payment Terms: 100% payment within 15 days of satisfactory supply & commissioning of all the items and delivery of warranty documents.
3. Financial bid as per the prescribed format of Annexure-IV (on the letter head of the bidder) along with one set of this tender document, duly signed and stamped by the bidder along with other required documents to be created in a single PDF file format. The said file must be password protected and to be sent at etender@mdim.ac.in along with password. The subject line of the email should be as **"Tender for Supply & Installation of All-in-One desktop, Laptops & Multi-Function Laserjet Printers"** on or before **24/11/2020 up to 15:00 Hrs.**
4. The successful bidder is required to supply and install all the items within 5 (five) weeks from the issue date of Purchase Order (PO). Delay in delivery will attract penalty @1% of PO value (excluding GST) per week subject to a max. of 10%. Alternatively, the order will be cancelled.
5. The quoted price shall be valid for at least 45 days. Institute will not entertain any request in respect of escalation of price due to any reason whatsoever.
6. The Equipment will be supplied and installed at MDIM Campus, Murshidabad, nothing extra amount shall be paid towards the cartage, packing, forwarding etc. Price should be quoted on "FOR MDI Murshidabad Campus" basis.
7. In case any item is found to be defective /substandard, the same shall be rejected. Institute shall not make any payment for such items and shall be replaced immediately.
8. Institute reserve the right to accept or reject any or all the quotations without assigning any reason whatsoever.
9. Institute reserves the right to terminate the contract by giving 7 (seven) days notice in writing without assigning any reason whatsoever.
10. Sub-contract of project and services is not allowed.
11. All legal disputes will be subject to local court of Murshidabad district, West Bengal.

Date:

(Signature & seal of the vendor)



Annexure-III (Technical Bid)

Subject: Limited Tender Enquiry for supply & installation of All-in-One desktop, Laptops & Multi-Function Laserjet Printers

Ref. No. : MDIM/Admin/IT(Tender)/2020/141, Dated 12/11/2020

Sl. No.	Description	Company Response
1	Tender Specific Authorization Certificate from OEM	Yes <input type="checkbox"/> / No <input type="checkbox"/> (Attached valid Certificate from OEM)
2	The Bidder should not be Blacklisted/ debarred or involved in any Corrupt & Fraudulent Practices by any Central / State government ministry/affiliate or Public sector undertaking or Private Organization.	Yes <input type="checkbox"/> / No <input type="checkbox"/> Self-certification on company letterhead by the concern person of the organization.
3	All-in-One Desktop Processor Brand: Intel, Processor Type: Core i7, Processor Generation: 9th Generation or Higher, Processor Speed (Min): 2.00GHz or Higher, RAM Size: 16 GB, Cache (MB): 16 or above, Chipset: Intel Q Series, Computer Memory Type: DDR4, RAM Upgradability: 64 GB or Higher, 2 DIMM Slots, Hard Drive Size: 1 TB (7200 RPM), Standing screen display size: 21.5 Inches or above, Resolution: 1920 x 1080 (Full HD), Camera: 2 MP with physical privacy feature, AIO Stand: Height Adjustable Stand, Speaker Description: Dual 2 W speakers, Ethernet Port: 1 (10/100/1000 Gigabit port), Connectivity type: Wi-Fi (802.11ac and AX), Bluetooth-v5.0, Keyboard & Mouse: USB keyboard & mouse (same OEM make), Operating System: Windows 10 Professional (preloaded from OEM Factory with confirmation from OEM on this), Warranty: 3 years NBD from OEM	Yes <input type="checkbox"/> / No <input type="checkbox"/> Please mention the Make and model of AIO Desktop (Attached the Data Sheet)
4	Laptop Processor Brand: Intel, Processor Type: Core i5, Processor Generation: 9th or Higher, RAM Size: 8 GB, Cache (MB): 8, Chipset: Integrated (SOC), Computer Memory Type: DDR4, RAM Upgradability: 32 GB, 2 users replaceable DIMM Slots, Hard Drive Size: 1 TB, Standing screen display size: 14 Inches or above, Resolution: 1920 x 1080 (Full HD), Camera: HD Camera with Microphone, Speaker Description: Integrated in the laptop, Ethernet Port: 1 (10/100/1000 Gigabit port), Connectivity type: Wi-Fi (802.11ac and AX), Bluetooth-v5.0, Operating System: Windows 10 Professional (preloaded from OEM Factory with confirmation from OEM on this), Warranty: 3 Years NBD including Battery from OEM, Carry bag: OEM backpack with OEM logo.	Yes <input type="checkbox"/> / No <input type="checkbox"/> Please mention the Make and model of Laptop (Attached the Data Sheet)
5	Multi-Function Laserjet Printer Functions: Print, copy, scan and fax, Control panel: 3-inch (7.6 cm) colour touchscreen, Automatic document feeder: 35-sheet, Networking: Built-in Ethernet, Wi-Fi 802.11b/g/n, Built-in automatic two-sided printing: Yes, Warranty: Standard warranty as per OEM's terms & conditions.	Yes <input type="checkbox"/> / No <input type="checkbox"/> Please mention the Make and model of multi-function printer (Attached the Data Sheet)
6	Payment Terms: 100% payment within 15 days after satisfactory supply & commissioning of all the items and delivery of warranty documents.	Accepted <input type="checkbox"/> / Not Accepted <input type="checkbox"/>
7	Delivery of all items within 5 (five) weeks	Accepted <input type="checkbox"/> / Not Accepted <input type="checkbox"/>



Signature

8	Documents related to allocation of Valid (1) PAN Number (2) GST Certificate	Yes <input type="checkbox"/> / No <input type="checkbox"/> Self-attested photocopies of documents issued by the competent authority to be furnished.
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Date:

(Signature & seal of the vendor)



Annexure-IV (Financial Bid)

Subject: Limited Tender Enquiry for supply & installation of All-in-One desktop, Laptops & Multi-Function Laserjet Printers

Ref. No. : MDIM/Admin/IT(Tender)/2020/141, Dated 12/11/2020

Sl. No.	Description	Qty (nos.)	Unit Price in INR	Amount in INR	GST Amount in INR	Total Price with GST in INR
A	B	C	D	E (C × D)	F (E × % of GST)	G (E + F)
1	All-in-One Desktop Processor Brand: Intel, Processor Type: Core i7, Processor Generation: 9th Generation or Higher, Processor Speed (Min): 2.00GHz or Higher, RAM Size: 16 GB, Cache (MB): 16 or above, Chipset: Intel Q Series, Computer Memory Type: DDR4, RAM Upgradability: 64 GB or Higher, 2 DIMM Slots, Hard Drive Size: 1 TB (7200 RPM), Standing screen display size: 21.5 Inches or above, Resolution: 1920 x 1080 (Full HD), Camera: 2 MP with physical privacy feature, AIO Stand: Height Adjustable Stand, Speaker Description: Dual 2 W speakers, Ethernet Port: 1 (10/100/1000 Gigabit port), Connectivity type: Wi-Fi (802.11ac and AX), Bluetooth-v5.0, Keyboard & Mouse: USB keyboard & mouse (same OEM make), Operating System: Windows 10 Professional (preloaded from OEM Factory with confirmation from OEM on this), Warranty: 3 years NBD from OEM	01				
2	Laptop Processor Brand: Intel, Processor Type: Core i5, Processor Generation: 9th or Higher, RAM Size: 8 GB, Cache (MB): 8, Chipset: Integrated (SOC), Computer Memory Type: DDR4, RAM Upgradability: 32 GB, 2 users replaceable DIMM Slots, Hard Drive Size: 1 TB, Standing screen display size: 14 Inches or above, Resolution: 1920 × 1080 (Full HD), Camera: HD Camera with Microphone, Speaker Description: Integrated in the laptop, Ethernet Port: 1 (10/100/1000 Gigabit port), Connectivity type: Wi-Fi (802.11ac and AX), Bluetooth-v5.0, Operating System: Windows 10 Professional (preloaded from OEM Factory with confirmation from OEM on this), Warranty: 3 Years NBD including Battery from OEM, Carry bag: OEM backpack with OEM logo.	02				
3	Multi-Function Laserjet Printer Functions: Print, copy, scan and fax, Control panel: 3-inch (7.6 cm) colour touchscreen, Automatic document feeder: 35 sheet, Networking: Built-in Ethernet, Wi-Fi 802.11b/g/n, Built-in automatic two-sided printing: Yes, Warranty: Standard warranty as per OEM's terms & conditions.	03				
Grand Total with GST in INR						

N.B - Price should be quoted on "FOR MDI Murshidabad Campus" basis.

Date :

(Signature & seal of the vendor)

