

**INVITATION FOR QUOTATION**

Ed.CIL invites sealed quotation on behalf of National Project Implementation Unit (NPIU) from eligible bidders for Procurement of three laptops with three paper license of MS Office (Standard) 2013 as per follows:

S.No	Description of Goods	Last date & time for bid	
		Receipt	Opening
1.	Procurement of three laptops with three paper license of MS Office (Standard) 2013 through PMSS.	13.07.15 1800 hrs	03.08.15 1600 hrs

The invitation letter comprising the complete details / qualification criteria for the above work is available on Ed.CIL website at <http://www.edcilindia.co.in> for the purpose of downloading.

Sealed quotations will be received upto the date and time specified above Quotations would be opened on the date and time specified above in the office of Manager (Procurement), EdCIL at above mentioned address.

**Manager (Procurement)**  
**Ed.CIL House 18 A, Sector 16 A, Noida - 201301 (U.P)**  
Tel. No. 0120-2512001 to 2512006 Fax No. 0120-2515372

**Punit Kumar Seth  
Manager (Proc.)**

**TEQIP-II/2015/NPIU/CShopping/**

**13/07/2015**

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**INVITATION FOR QUOTATION**

**Sub: Procurement of three laptops with three paper license of MS Office (Standard) 2013 through PMSS.**

Dear Sir,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given at ***Annexure I***,

<b>Sr. No</b>	<b>Brief Description</b>	<b>Quantity</b>	<b>Delivery Period (In days)</b>	<b>Place of Delivery</b>	<b>Installation Requirement (if any)</b>
1	Procurement of three laptops with three paper license of MS Office (Standard) 2013.	03	30	National Project Implementation Unit 4th Floor, EdCIL House 18A, Sector 16A, Noida – 20130.	Yes

2. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Programme [TEQIP]-Phase II** Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.

3. Quotation,
  - 3.1 The contract shall be for the full quantity as described above.
  - 3.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
  - 3.3 All duties and other levies payable by the supplier under the contract shall be included in the unit price.
  - 3.4 Applicable taxes shall be quoted separately for all items.
  - 3.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
  - 3.6 The Prices should be quoted in Indian Rupees only.
4. Each bidder shall submit only one quotation.
5. Quotation shall remain valid for a period not less than **55** days after the last date of quotation submission.
6. Evaluation of Quotations,

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

  - 6.1 are properly signed ; and
  - 6.2 Confirm to the terms and conditions, and specifications.
7. The agency should furnish a copy of PAN No., Tin No., Sales Tax No., PF No. as applicable.
8. The average turnover of the agency should be Rs. 2.40 Lakhs during the last three financial years (2012-2013, 2013-2014 & 2014-2015). In this regard, the bidder shall submit audited Balance sheets including profit and loss accounts for the last three financial years as above.
9. Agency must have executed atleast :

One single order of similar work having value of Rs. 1.90 Lakhs

(OR)

Two orders of similar work having value of Rs. 1.20 Lakhs

(OR)

Three orders of similar work having value of Rs. 0.95 Lakhs.

{The above said orders should have been undertaken in the last three years}

10. Environment & Health Safety

The agency while executing the assignment should consider all environmental & health safety precautions so as to abide as per the norms prescribed in the IS standard or any other statutory regulation.

11. The Quotations would be evaluated for all items together.

12. Award of contract:

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

12.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

12.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

13. Payment shall be made in Indian Rupees as follows:

Delivery and Installation - 90% of total cost

Satisfactory Acceptance - 10% of total cost

14. All supplied items are under warranty of **36** months from the date of successful acceptance of items.

15. You are requested to provide your offer latest by **1530** hours on **03.08.2015**.

16. The quotation shall be opened on **03.08.2015 at 1600 hrs**.

17. Detailed specifications of the items are at ***Annexure I***.

18. Training Clause (if any) **YES**

19. Testing/Installation Clause (if any) **The supplier has to installed the software.**

20. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.

21. Sealed quotation to be submitted/ delivered at the address mentioned below,

Manager (Procurement), Ed.CIL House, 18 A, Sector 16 A, Noida- 201301, Uttar Pradesh, India.

We look forward to receiving your quotation and thank you for your interest in this project.

With regards,

Yours faithfully,

(Punit Kumar Seth)

**Annexure I**

Sr. No	Item Name	Specifications		
1	Procurement of three laptops with three paper license of MS Office (Standard) 2013.	1.	Windows	Windows Professional 8 or equivalent, 64-bit
		2.	Processor	4 <sup>th</sup> generation Intel® Core™ i5-4200U Processor + Intel HD Graphics or equivalent
		3.	Hard Disk	500GB 5400 rpm (minimum) SATA
		4.	Memory	8GB DDR3 System Memory (2 Dimm) (2*4GB)
		5.	DVD drive	Integrated 8X DVD +/- R/RW
		6.	Network interface	10/100/1000 BASE-T Ethernet LAN or equivalent
		7.	Wireless technologies	Integrated wireless b/g/n, integrated Bluetooth or equivalent
		8.	Power Supply	65W AC power adapter
		9.	Battery	4-6 cell Lithium Ion Battery or equivalent
		10.	Battery Life	Upto 9 hrs. or more
		11.	Ports	Minimum 2 USB 3.0; 1 USB 2.0; 1 HDMI; 1 RJ45; 1 headphone-out/microphone-in combo
		12.	Expansion Slots	Multi-format digital media card reader
		13.	Energy Efficiency Compliance	ENERGY STAR® qualified; EPEAT® Silver or equivalent
		14.	Display	15.6" diagonal HD Display (1366x768)
		15.	Keyboard	Standard Keyboard (black) with touch pad
		16.	Video Controller	Integrated Intel HD Graphics 1 GB Minimum or equivalent
		17.	Weight	Upto 2.8kg (with DVD Writer)
		18.	Webcam	HD Webcam with integrated microphone
		19.	Audio	Integrated Sound + Dual stereo speakers or equivalent
		20.	Warranty	Minimum 3-year onsite warranty.
		21.	Security Software	Pre-installed with one year warranty.
		22.	Carrying cases	Executive laptop carrying case
		23.	Microsoft Office	03 paper license of MS-Office 2013, 64bit or equivalent

## FORMAT FOR QUOTATION SUBMISSION

(In letterhead of the supplier with seal)

Date: \_\_\_\_\_

To:

Manager (Procurement),  
EdCIL(India) Ltd.  
Ed.CIL House, 18 A, Sector 16 A,  
Noida- 201301, Uttar Pradesh, India.

S.No	Items	Qty	Unit Price (In Rs.)	Total Amount (Exclusive of taxes)	Tax Rate (In %)	Total Tax Amount (In Rs.)	Amount (Inclusive of taxes in Rs.)
1.	Three laptops with three paper license of MS Office (Standard) 2013.	03					
<b>Total</b>							
<b>Total Price Quotation (exclusive of taxes) ( In Words)</b> .....							
<b>Total Price of Quotation (Inclusive of taxes) (In Words)</b> .....							
<b>Signature of bidder</b>			.....				
<b>Name &amp; Address</b>			.....				

S.No	Items	Qty	Unit Price (In Rs.)	Total Amount (Exclusive of taxes)	Tax Rate (In %)	Total Tax Amount (In Rs.)	Amount (Inclusive of taxes in Rs.)
Note	Date	.....					
i)	<b><i>Discount or any other offers affecting the package price must be mentioned here only. Discount or any other offers affecting the package price mentioned at any other place of the Quotation will not be considered.</i></b>						
ii)	<b><i>In case of discrepancy between unit price and total price, the unit price shall prevail.</i></b>						
iii)	<b><i>Quotation shall be evaluated based on total price without taxes.</i></b>						



We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. \_\_\_\_\_ (Amount in figures) (Rupees \_\_\_\_\_amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of \_\_\_\_\_ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No: \_\_\_\_\_