

PROCUREMENT OF 07 LAPTOPS FOR URBAN DEVELOPMENT DIRECTORATE UNDER NATIONAL SHOPPING PROCEDURES

(Package No- IN-CTRFA-226142-GO-RFQ)

SIGN & SEAL OF THE BIDDER

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Sub: PROCUREMENT OF 07 LAPTOPS FOR URBAN DEVELOPMENT DIRECTORATE UNDER NATIONAL SHOPPING PROCEDURES

1. World Bank is financing the **Uttarakhand Public Financial Management Strengthening Project** and intends to apply part of the proceeds for which this invitation for quotations is issued. The attention of interested Bidders is drawn to paragraphs 3.14 and 3.17 of the World Bank Procurement Regulations, July 2016 revised in November 2017 and August 2018 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest and paragraph 3.32 on Fraud and Corruption.
2. You are invited to submit your most competitive quotation for the following equipment's within 14 days from the date of publication in the given format: -

S. No.	Brief Description of the Goods	Unit	Qty	Delivery Period	Delivery Location
1	Supply and Installation of Laptops (Windows Based) as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	07	Within 21 days from the date of issuance of the supply order	Urban Development Directorate, 31/62 Rajpur Road, Dehradun, Uttarakhand, India
2	Supply and Installation of Microsoft office home and Business 2019 as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	07		

3. Bid Price

- a. The supply order shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialling, dating and re-writing.
- b. GST tax shall be shown separately.
- c. The rates quoted by the bidder shall be fixed for the entire duration of the contract and shall not be subject to adjustment on any account.
- d. The Prices shall be quoted in Indian Rupees only.
- e. GST shall be paid as per the prevailing rates of Govt. of India.
- f. The quotations shall be evaluated for the complete package and GST shall not be taken into account in evaluation.

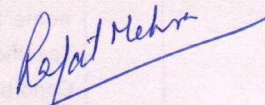
NOTE: PLEASE MENTION THE REFERENCE NO. AND GST NO. IN YOUR COVERING LETTER.

4. Each bidder shall submit only one quotation.
5. **Validity of Quotation:** Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.
6. **Evaluation of Quotations:** The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which
 - a. are properly signed; and
 - b. Conform to the terms and conditions, and specifications.
7. **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.
 - a. 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.

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- b. The bidder whose bid is accepted will be notified of the award of supply order by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order (sample form attached).
- 8. Payment shall be made within 30 days from the date of successful installation and acceptance by the purchaser
- 9. Any fault during the warranty period should be rectified within 48 hours from the intimation of the fault.
- 10. You are requested to provide your offer latest by _____ up to _____.
- 11. The copy of the PAN, GST Certificate and Company Registration Certificate should be enclosed along with the quotation.
- 12. The bidder should sign and stamp each page of the quotation.
- 13. We look forward to receiving your quotations and thank you for your interest in this project.
- 14. The standard warranty period shall start from the date of the successful installation.

(On Behalf of Purchaser)



Project coordinator

**Uttarakhand Public Financial Management Strengthening Project,
91, Race Course, near Police Line, Dehradun, India**

Pin Code-248001

E-mail: ukpfmswb@gmail.com

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FORMAT OF QUOTATION *

S. No.	Brief Description of the Goods	Unit	Qty	Unit Rate INR	Total Amount INR
1	Supply and Installation of Laptops (Windows Based) as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	07		
2	Supply and Installation of Microsoft office home and Business 2019 as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	07		
Total Excluding GST					

Total GST (In Figures and Words):

Total Quote Price Including GST:

The financial evaluation of bids will be based on the total amount excluding GST (which shall be paid as per the prevailing rates of Govt. of India)

We agree to provide the above equipment in accordance with the technical specifications and terms and conditions provided and as per the rates quoted by us in the format of quotations.

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

Date:

Place:

Signature of the Authorized Person

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FORMAT OF SUPPLY ORDER

To:

Subject: Supply Order for **07 LAPTOPS FOR URBAN DEVELOPMENT DIRECTORATE UNDER NATIONAL SHOPPING PROCEDURES**

Ref: Your quotation having ref. no. _____ dated _____

Dear Supplier,

Your quotation having ref. no. _____ dated _____ for **PROCUREMENT OF 07 LAPTOPS FOR URBAN DEVELOPMENT DIRECTORATE UNDER NATIONAL SHOPPING PROCEDURES** has been accepted and approved. You are requested to kindly supply the following equipments at the rates quoted by you and specified against each as per the specifications and terms and conditions specified hereunder:

S. No.	Brief Description of the Goods	Unit	Qty	Unit Rate INR	Total Amount INR
1	Supply and Installation of Laptops (Windows Based) as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	07		
2	Supply and Installation of Microsoft office home and Business 2019 as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	07		
Total Excluding GST					
Total GST					
Grand Total including GST					

Total Supply Order Value including GST: Indian Rupees

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Annexure-'A'-Technical Specifications for supplying of following equipment**1. Technical Specifications for Laptops (Windows Based) (07 Nos.)**

SL.	Title	Requirement
1	Processors	Intel 8 th Gen i7 or higher
2	RAM	8 GB DDR4
3	Hard disk Drive	1TB 72RPM/SSD or higher expandable or combination
4	Keyboard	Backlit Keyboard (US/International)
5	Port	USB 2.0,3.0 ports, HDMI TYPE C, RJ45, Headphone jack, HD WEB CAM
6	Wireless	WIFI & Bluetooth enabled
7	Display	14 / 15 inch FHD
8	Battery	3-cell 48whr 65w adapter or more backup fast charging capable
9	Power option	Power cord (INDIAN)
10	Operating System	Genuine Windows 10 Professional Preloaded with backup and recovery (OEM Certified), windows defender
11	Back Pack	Required
12	Camera	HD/ inbuilt speakers microphone etc.
13	warranty	Onsite Service Product For 03 years 1-year warranty on battery and adapter with Bag

2. Microsoft office home and Business 2019 (07 Nos.)

Terms & Conditions:

Annexure-B-Terms and Conditions

1. **Delivery Period:** The complete supply and installation should be completed within 21 days from the date of issuance of the supply order.
2. **Place of Delivery:** Director, Urban Development Directorate, 31/62 Rajpur Road, Dehradun, Uttarakhand, India.
3. **Billing Address:** Project Director, PMU, Uttarakhand Public Financial Management Strengthening (UkPFMS) Project, 91 Race Course, Near Police Line, Dehradun-248001, Uttarakhand, India.
4. GST shall be paid at actual prevailing on the date of supply.
5. Any fault during the warranty period should be rectified within 48 hours from the intimation of the fault.
6. Payment shall be made within 30 days from the date of successful installation and acceptance by the purchaser.
7. The supply order is subjected to adherence of technical specifications and successful installation by the supplier.
8. Necessary hardware and software licence key, user id and passwords should be provided with product.
9. The Liquidated Damage (LD) charges shall be applicable at the rate of 0.5% per week of the total supply order value of the delayed equipment subjected to a maximum of 10% of the total supply order value.
10. The standard warranty period shall start from the date of the successful installation.

Date:

Place: Dehradun

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