

Indira Gandhi National Centre for the Arts

F.No.7/1(11)/2013-SD/S&S

Tender NO. 25 Dated 05-04-2016

Subject Quotation for purchase of two Laptops HP and Apple Mac Book Pro reg.

On behalf of Indira Gandhi National Centre for the Arts, quotations are invited in sealed cover envelopes for purchase of two Laptops one Apple Mac book pro and one HP-440G2 Mac book PC(K9R12 PA) for this Centre as per the following configurations:-

S. No.	Particular	Qty.	Rate	Amount (Rs.) Inclusive of all VAT/Taxes etc.
1.	HP Laptops Probook 440 G2 macbook PC) Intel core i5, 5 Zoom process , window 8.1 pro, 8 GB RAM, 1TB HDD, 14" Screen , , 1GB graphic card, etc. Warranty: 4 years	One		
2.	Mac Book Pro, Apple 13" Screen, 2.9GHz Dual core, intel Core i5 processor , 8GB memory / 512GB flash storage And Mini display adaptor (sold separately), Apple care production plan for 3 years Warranty:	One		
3.	Note : L-1 will be decided for each item.			
	Total Amount Rs.			

The quotations alongwith EMD **terms and Conditions** and **General Undertaking** duly signed should be placed in a sealed envelopes superscribed as "**Quotation for Apple Laptop/HP** " the envelop should be addressed to the Section Officer (S&S), Basement – 1, 11, Man Singh Road, New Delhi on the following terms & Conditions and should reach Section Officer (S&S) **by 26th April, 2016 till 2.00 PM** which will be opened by a Committee at 3.30 PM on the same day.

Terms & Conditions:-

1. Immediate Delivery of Computer within two weeks after the issue of supply order.
2. Price to be quoted inclusive of Vat/ST etc.
3. The Competent Authority, IGNC A reserves the right to cancel the orders if the items are not supplied on the stipulated time period mentioned in the orders.
4. It is mandatory for the supplier to submit the guaranty/warranty card duly stamped by the manufacturing company/ firms extending the guaranty/Warranty of the particular items and operating system.
5. **The EMD of Rs.5,000/-**(Rupees five thousand only)payable through A/C payee Demand Draft/Banker's cheque drawn by the firm in favour of IGNC A to be submitted alongwith quotation. Quotes received without EMD will not be considered.
6. IGNC A reserves the right to accept or reject any quotations without assigning any reason, on valid grounds.
7. Payment only after 100% successful delivery and satisfactory installation of all software and checked by the expert of IGNC A.
8. The contract shall have a ***Repeat Order Clause***, where in the buyer can order up to 100% quantity of the items under the present contract within twelve months from the date of successful completion of this contract, cost, terms & conditions remaining the same.

Yours faithfully,

I.P. Singh
Consultant(S&S)

(GENERAL UNDERTAKING)

TENDER NOTICE No- 25 date. 05-04-2016

S.NO	DETAIL	TO BE FILLED IN DETAIL BY THE FIRM
a.	<ul style="list-style-type: none">Name of the firm	
b.	<ul style="list-style-type: none">Address	
c.	<ul style="list-style-type: none">Telephone No./Mobile No.	
d.	<ul style="list-style-type: none">Type of firm	Propriety/Private/Private Ltd./MNC/Co-operative/Govt. Undertaking/manufacturer/supplier with valid copy of the registration.
e.	<ul style="list-style-type: none">Name of the Proprietor/Partners	
f.	<ul style="list-style-type: none">Annual turn over(Audited balance sheets should be attached	(i) 2012-2013. (ii) 2013-2014 (iii) 2014-2015

- The firm desirous of order should have adequate satisfactory experience of having supplied the Hardware/Software items to other Central Govt/Govt Organizations/ Autonomous bodies,Pvt organizations etc (Yes/No).
- Number of Experience _____ (Please submit at least three of jobs executed during each of the last three financial years.
- Has the firm ever been debarred/black listed by any organization? If 'yes' the details thereof.
- Details of award/Certificate of Merit etc. received from any organization. (Please attach copy of certificate)
- Earnest money details of bank draft:
 - DD/Bank draft No.-----Date_____.
 - Name of drawee_____
 - Name of the bank_____
- PAN NO._____
- TIN NO./ VAT No. copies to be attached _____
- (As per specification given in the tender)
- The terms & conditions of the tender are acceptable to me/us

Authorized Signatory
(With full name and designation)Seal