

Sir,

This office is in need of the following items/services, you are requested to quote your lowest rate. You are requested to send technical and Commercial bid in separate envelope and both should be put up in a another sealed envelope and clearly marked on the cover of envelope Technical bid/ commercial bid , enquiry No. , date of opening. Sealed envelope should reach to Vigyan Prasar latest by dated 025 Jan 2012 up to 12:00 P.M. Technical bid will be opened on same day at 3:30 P.M and commercial/price bid of qualified vender will be opened on 31 jan 2012.If technical and commercial bid not submitted separately, the same(Bid) will not be considered.

SI No	Description	Qty	Specification
01	Desktop Computer	08	i-3 processor or above,intel motherboard and latest chipset,4GB RAM,500GB Hard Disk,18.5" TFT Monitor,with all accessories like keyboard,optical mouse, UPS etc.Make HP or equivalent
02	Laserjet Printer	06	B/W HP 1505 or equivalent, latest
03	Laser Printer	02	HP 1020 or equivalent
04	Notepad / Laptop	03	Processor: mobile intel core i-7,620M chipset,2.66GHz with 4MB L3Cache or higher. Intel 5 series or higher on OEM motherboard Memory: 2GB DDR-3RAM expandable up to 8GB,HDD:320GB 5400rpm(Min)SATA,Display:13.3"or aboveTFT active matrix, wide screen display,Resolution:12.80x768WXGA or higher,Video Controller:integrated intel HD Graphics,Wirelessconnectivity: intregated wireless intel 802.11 b/g/h,intrgated Bluetooth,DVD Writer:Intregated DVD writer 8x and intrgated stero,Keyboard with touch pad,Expansion Port: 3USB,10/100 ethernet card RGB or video or VDA/HDMI,Other: PCI express slot,microphone,stero head phone and standard feature,Microsoft window 7 professional/red hat linux/suz linux preinstalled and Norton/mcafee,230 V,50Hz ac supply with rechargeable battery pack comprising of Li-ION battery suitable for Approximate 04 Hours.,Carry case,adopter,battery charger etc.HP or equivalent

Other terms and conditions of the tender:

1. Specifications and make for each item should necessarily be mentioned as per specification.
2. Place of Delivery : FOR: VP, A-50, Sector-62, Noida-201309 with installation.
3. Delivery Period : 10 Days from the date of PO
4. Validity period : 45 days from the date of opening of bid .
5. All bidders can be present at the time of opening the tender. No. separate intimation shall be given in this regard.
6. The opening of the tenders shall only be attended by an authorized representative of the firm whose name, designation and address should be indicated in the offer of the firm. Tendering firm shall issue a letter of authority to such representative indicating the tender no. date due on for the item. In no case un-authorized person shall be allowed to enter tender opening room.
7. **Payment** : 100% payment will be released after inspection and acceptance of Item and submission of Performance Bank Guarantee of 10% of the total amount (including taxes) valid for two months beyond warranty period or else 10% of the amount will be released after two months beyond warranty period.
8. **Warranty period** : 03 years onsite warranty warranty certificate from OEM to be provided.
9. **Insurance** : Transit insurance covering all risk for all the items is to be arranged by the renderer/supplier.
10. **Special Cause:** **Quantity mentioned are tentative and may increase or decrease.** Any tender can be rejected by the order of the Director, Vigyan Prasar , Noida without assigning any reason whatsoever.
11. Prices should be quoted on F.O.R. VP, A-50, Sector-62, Noida-201309 basis only.
12. Packing & Forwarding charges, Bank Charges, Insurance and Freight Charges should be mentioned clearly and separately in the quoted price. Terms like " At actual" "at the time of delivery" will not be accepted and tender will be summarily rejected.
13. If the item is found to have any defect during of its uses or during the warranty Period, The same has to be replaced free of cost.
14. Tenders Received by only **Post/Speed post/Courier** will only be accepted.

15. Sealed tender should reach "Director, Vigyan Prasar,A-50,Sector -62,Noida-201309" by stipulated date. Tender received late by whatsoever reason will not be accepted at all.
17. If the supplier does not deliver the item within 10 days from the date of PO, the Institute reserves the right to extend the delivery period on suppliers' request or cancel the order without any notice to the supplier.
18. The Institute can Change the number of items/quantity being procured at the time of issue of PO.
19. The bid should be accompanied with an EMD in the form of DD, drawn in favour of Director, Vigyan Prasar, which should be 4 % of the total value of the bid. The EMD of selected bidder(s) will be kept as security deposit till completion of the work and the rest will be released within 45 days from the date of opening of the bids.

**Note: Please quote the tender no. and opening date on the top of the cover containing tenders.**

Yours sincerely,

(Dheerendra Kumar)  
Asst-I  
For Registrar