

This office is in need of the Computers, Laptops and Printers as per attached annexure-I, you are requested to quote your lowest rate. You are requested to send technical and Commercial/Price bid in separate envelope and both should be put up in a another larger sealed envelope and clearly marked on the cover of envelope Technical bid/ commercial/Price bid , enquiry No. , date of opening. Sealed envelope should reach to Vigyan Prasar latest by dated 10<sup>th</sup> Nov 2016 up to 11:00 A.M. Both Technical and Price bid of qualified bidders will be opened on same day at 11:30 A.M. If technical and commercial bid not submitted separately, the same (Bid) will not be considered.

**Other terms and conditions of the tender:**

1. Specifications : Only items as per specifications of annexure-I will be considered. Any deviations will be summarily REJECTED.
2. Place of Delivery : FOR: VP, A-50,Sector-62, Noida-201309
3. Delivery Period : 15 Days from the date of PO
4. Validity period : 45 days from the date of opening of bid.
5. The Technical bid should be accompanied with an EMD of Rs: 15,000.00 and Non-refundable tender fee of Rs: 1000.00 in the form of DD, drawn in favor of "**Vigyan Prasar**", payable at New Delhi. Make, Model, Specification, Technical brochure of item to be supplied must be along with the technical bid.
6. The EMD of selected bidder(s) will be kept as security deposit till supply of the items. If the supplier does not deliver the item within given stipulated time or not accepting the work order, the EMD will be forfeited. EMD of rest all the bidders will be released within 15 days from the date of opening of the bids.
7. All bidders can be present at the time of opening the tender. No. separate intimation shall be given in this regard.
8. 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.
9. **Payment** : 100% payment will be released after inspection and acceptance and satisfactory installation 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.
10. **Warranty period** : Three years on-site Warranty.

11. **Insurance** : Transit insurance covering all risk for all the items is to be arranged by the renderer/supplier.
12. **Special Cause** : Quantities mentioned are tentative and may increase or decrease.
13. Prices should be quoted on F.O.R. VP, A-50, Sector-62, Noida-201309 with installation and without form C&D basis only.
14. 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.
15. Sealed tender should reach "Director, Vigyan Prasar,A-50,Sector -62,Noida-201309" by stipulated date. Tender received late due to whatsoever reason will not be accepted at all.
16. Locally assembled items will not be acceptable.
17. If the selected vendor does not deliver the item within 15 days from the date of PO, the Institute reserves the right to cancel the order without any notice to the vendor and forfeit the EMD.
18. The Institute can change the number of items/quantity being procured at the time of issue of PO.
19. Any or All tenders can be rejected by the order of the Director, Vigyan Prasar, Noida without assigning any reason whatsoever.

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

Yours Sincerely,  
Sd

**(Somesh C Jhingan)**  
**Registrar**

## Annexure-I

SNo	Items	Configuration	Quantity
1.	Desktop Computer	Configuration: Intel Core i7,Screen: 21.5" LCD,RAM 4GB or more,HDD: 1TB or More,DVD writer RW,Window 8.1 Pro, Chipset Q8 series,	14
2.	Laptop	Configuration: Intel Core i7,RAM 4GB or More,HDD: 500 GB or More,7200 RPM,Screen Size: 14",Window 8.1 pro, with Carry Bag, Chipset: Q8 Series	06
03	Printer All in One	<p>Printer (all-in-one) (one): The specification for printer is as follows</p> <ul style="list-style-type: none"> <li>• Printing Method: Laserjet</li> <li>• Printing Output: Colored</li> <li>• Print, copy, scan</li> <li>• Resolution (in dpi): Black: Up to 600 x 600 dpi, Colour: Upto 600 x 600 dpi</li> <li>• Internal Memory: 128 MB</li> <li>• Duty Cycle: Upto 20000 Pages <ul style="list-style-type: none"> <li>• Zoom Rate: 25 to 400%</li> <li>• Multicopy: Upto 99 copies</li> <li>• Print speed: Black: Upto 16 ppm, Colour : Up to 4ppm</li> <li>• Paper Size : A4</li> <li>• Method: Flatbet</li> <li>• Optical Scanning Resolution: Upto 1200 dpi</li> <li>• Port: 1 USB</li> <li>• Network Card 10/100: Yes</li> </ul> </li> </ul>	03