

Indian Institute of Technology Kanpur
Department of Industrial and Management Engineering

Enquiry No.: IITK/IME/DFID/2017-18/1

Date: 28th Dec 2017

To,

M/S _____

Sub.: Quotation for All in One Desktop

We are interested in purchasing All in One Desktops having following specifications. You are requested to send your sealed quotations along with compliance report, for the below listed product, as per given specifications. You are requested to send your sealed quotations along with compliance report, for the below listed product, as per given specifications. Your quotation should be containing Two part in sealed envelopes clearly marked Technical Bid & Financial Bid. The envelope must be inscribed with “**Quotations for All in One Desktop**”. Last date to submit your bids is **29th Jan 2018** by **1730 hrs**.

Specification	Description
Processor	Intel® i7 processor (Minimum 6th generation)
Screen Size	All-in-One Desktop 23.8” FHD Non-Touch with Camera, Integrated Graphics
Memory	16 GB DDR4 min. 2400 MHz
HDD	1TB SATA HDD Min RPM 7200
Keyboard	USB
Mouse	USB Optical
USB Ports	5 USB Ports (2 x USB 3.0, 3 x USB 2.0)
Ethernet	Gigabit Ethernet
Warranty	3 years warranty with onsite service support
Operating System	Windows 10 Pro (64bit) English with Windows 10 Pro OS Recovery 64bit - DVD
Quantity	5

Terms & Conditions:

1. The price of each item should be quoted separately (Any item can be cancelled at any time).
2. Quotation must be valid for 30 days, in case of import this should be valid for 90 days
3. All prices are to be for **IIT Kanpur**.
4. Please provide official e-mail id for conversation post quotation opening.
5. Delivery period must be within 4 weeks from purchase order date.
6. The institute is exempted for payment of Excise duty under notification No. 10/97 & partially custom duty (@5.15%), under notification 51/96 and a road permit will be provided, if applicable. The Concessional Form ‘C/D’ have been abolished w. e. f. Apr 01, 2007.
7. Our standard payment terms and conditions is **90%** on installation and **10%** after inspection and approval.
8. The **Penalty** @1% per week or part thereof subject to max 10% of the delivery price will be deducted from the balance payment, if supply is not completed within aforesaid delivery period.

9. Preference will be given to only those vendors who have Service/ Repairing center stationed at Kanpur (Single point of contact in Kanpur for any service related issues).
10. No Call Locking will be entertained (in/out stationed). If at all it is required then it will be performed by local Maintenance Engineer.
11. Testing of the product onsite is mandatory.
12. In no case, the suppliers shall be provided with remote access of the servers.
13. It is mandatory to quote for above given optional, else the quotation may be rejected.
14. Reporting time should not be more than 2 hours.
15. Resolving time should not be more than 2 days.
16. At any time prior to the deadline for submission of bid, the Institute may, for any reason, at its own initiative, modify the bid document by amendments. Such amendments shall be uploaded on the website through corrigendum and shall form an integral part of bid document. The relevant clauses of the bid document shall be treated as amended accordingly. It shall be the sole responsibility of the prospective bidders to check the website from time to time for any amendment in the tender document. In case of failure to get the amendments, if any, the Institute shall not be responsible for it.
17. A higher warranty may be given preference.
18. The Institute reserves the right for accepting and rejecting any quotation without assigning any reason thereof. Also, The Institute reserves the right to reject or accept all or any of the offer made above.
19. IIT Kanpur has the right to accept the whole or any part of the tender or portion of the quantity offered or reject it in full without assigning any reason.
20. Vendors are requested to quote only in Indian currency (Rupees). If the vendor wants to quote in an alternate currency, the vendor should seek an explicit permission from the department before sending the bid.
21. If all or any of the components of the equipment is/are to be imported, the vendor holds its full responsibility for its delivery at IIT Kanpur and that too in the stipulated time period. If for any reason the vendor does not want to deliver to IIT Kanpur, the vendor needs to seek an explicit permission from the department, **before** sending the bid.
22. Maximum educational discount should be offered wherever applicable.

Dr. Anoop Singh
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