



Indian Highway Management Company Limited
(IHMCL)

Invites sealed quotations for Supply of IT Equipment
(Laptop and Printer)

Quotation No. IHMCL/Procurement/01 Indian Highways
Management Company Limited (IHMCL) Sector-19, Dwarka,
New Delhi-110075 16-Jan-2017

Request for Quotation

IHMCL, a company promoted by NHAI, under the Companies Act, 1956, invites quotation in the sealed envelope by 15:00 hrs on **15.02.2018** physically or through post/courier at IHMCL office Sector-19, Dwarka, New Delhi-110075 from the authorized Manufacturer/Distributor/Retailers/Authorized Resellers for IT equipments (Laptop and Printer).

2. The quotations received after the 15:00 hrs on **15.02.2018** shall be rejected.
3. The Applicant (referred to as "Bidder") should be a Company/ Authorized Dealer /Authorized Retailer/ Authorized Reseller/JV incorporated in India and registered.
4. Documentary proof (copy of certificate of incorporation/registration/Authorized Dealership/Retailer/reseller) shall be submitted as part of the empanelment application.
5. The Applicant (referred as "Bidder") should have experience in successfully supplying & Installation of IT Equipment.(Complete details along with copy of documentary proof in the form of copy of contract / work order and / or client's testimonials, if any, shall be submitted)
6. Bidder shall be responsible for the supply of the equipment. They must give at least 1 year warranty of the equipment in case of Laptop and Five Year warranty for printer. The equipment having manufacturing defect shall be replaced with new one once brought to the notice.
7. The equipment must be of the highest standards of specifications and workmanship. The detailed specifications are described in the subsequent paragraphs.
8. The technical specifications are enclosed in sheet as Annexure – A. The bidders are requested to fill their rates as per BOQ in Annexure – B. Any tempering or modification in the locked fields of the BOQ shall lead to disqualification.
9. IHMCL has a right to increase or decrease quantity or reject the quotation without giving any justification to the bidder.
10. The bidder with the lowest financial bid (i.e. L1) shall be awarded the contract.
11. The successful bidder shall have to supply all equipment (i.e. laptops and printers) within the scope of this document within 10 days of receipt of Letter of Acceptance (LOA). Failure to do so shall be considered to be a breach of contract conditions. In such case, IHMCL reserves the right to offer the contract to the bidder with next lowest financial bid (i.e. L2) or take any other necessary recourse as it deems fit.

Annexure- A

Technical Specification of Laptop

Laptop	Processor	Intel Core i5
	Operating System	Windows 10 Professional,
	Display Type	14.0"HD LED backlit Anti Glare 1366x768
	Memory	8.0GB
	HDD	1 TB
	Warranty	One year
	Graphics	Intel HD Graphics
	Others	MS Office Professional - Latest Version
	Make	Lenovo/Dell/HP

Printer	All in one Laser color Printer, Scanner, photocopier (A3 paper Size), Enterprise/Business Printer, Fast Speed (More Than 25 pages per minute) 5 Year Warranty	Make: Canon/HP/Xerox
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Annexure - B

Financial Bid Submission Form

(To be submitted on letterhead of the Bidder)

To
The Chief Operating Officer,
Indian Highways Management Company Ltd. (IHMCL),
2nd Floor, MTNL Building,
Sector 19, Dwarka
New Delhi-110 075

Subject: Financial Bid for “supply of IT equipments (Laptops, Printers)”

Dear Sir

1. /We, the undersigned having examined the above referred RFQ and, hereby offer to submit our bid to undertake the subject assignment mentioned in the said RFQ Document with payments as under:

Pricing Component-	Unit	Unit Rate (in INR)	Amount excl. GST (in INR)	GST (in INR)	Total Amount incl. GST (in INR)
Laptop	12	(In Figures)			(In Figures)
Printer	1	(In Figures)			(In Figures)
Total (in figures)					
Total Amount (in Words):					

Note: The contracted charges will be paid to the successful bidder after successful supply, installation and demonstration of the above said equipment.

2. I/We hereby confirm that the quoted rates include all the charges payable in full compliance to the RFQ and would include charges for hardware/software, manpower etc. and other terms specified in the RFQ document. No additional charges have been envisaged.
3. I/We do hereby confirm that my/ our bid price include all statutory taxes/ levies also includes service tax/ GST (as applicable). I/ We also declare that any tax, surcharge on tax and / or any other levies, if altered in future and payable under the law, the same shall be borne by me/ us.
4. We also understand that apart from payments against the services provided to IHMCL in compliance to the prescribed RFQ, IHMCL is not liable to make any other payments whatsoever except reimbursement of GST (in addition to the quoted price).
5. We understand that the applicable TDS will be deducted against payments as per Applicable Law.
6. In case of any difference in figures and words, the amount mentioned in words will prevail.
7. This bid is valid for a period of 60 calendar days from the bid due date.
8. The equipment shall have warranty period of one year with replacement policy in case of manufacturing defects.

Yours sincerely,

Name

Designation/ Title of the Authorized Signatory.....

(Company's Seal)