



# THE INSTITUTE OF COST ACCOUNTANTS OF INDIA

(Statutory body under an Act of Parliament)

12, SUDDER STREET, KOLKATA - 700 016

TELEPHONES: +91 033 2252 1031 / 1034 / 1035, 2252 1492 / 1602 FAX +91 33- 2252 1026

Website: [www.icmai.in](http://www.icmai.in)

## Local Purchase Committee

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Ref. LPC/Studies/Designer Laptop/2022

16.08.2022

### **Tender for procurement of Laptop for Designer (Studies Department)**

The Institute of Cost Accountants of India invites quotations from reputed Authorized OEM Partner with proven track records, for **Procurement of Laptop**. Vendors fulfilling the eligibility conditions can submit their quotations.

#### **Eligibility Criteria**

1. The bidder should be a Company registered in India.
2. The bidder should have a good reputation in the market and their clientele shall preferably include reputed Govt. & Private concerns.
- 3. The bidder should have appropriate support relationship with OEM Channel/Service partner etc. and must submit OEM authorization documents.**
4. Technical Evaluation will be done based on the eligibility criteria and as per the Configuration mentioned in the Technical Specification (Annexure - I)

#### **Terms and Conditions**

1. The bidder must be in its legal existence for more than a minimum period of 10 years.
2. The bidder must submit the latest document as a proof of Authorized OEM Partner.
3. The bidder must also make sure to submit all other documents as mentioned in this tender notice.
4. The bidder shall not sub-contract the mentioned work to any organization, person, firm or its franchisee without the prior approval of Institute.
5. The price quoted by the Bidder should remain valid for a period of three months from the date of submission of tender.
6. The Institute is not bound to accept the lowest tender and reserves the right to accept either in full or in part of any tender. The Institute also reserves the right to reject the tenders without assigning any reason thereof
7. All Payments will be made through Electronic Mode to the Bank Account of the selected Bidder. Please mention Bank Details [(i) Name of the A/c., (ii) A/c. No., (iii) Type of A/c., (iv) Name of the Bank, (v) Name of the Branch with address, (vi) IFS Code No. and (vii) MICR No.] in the Quotation.
8. 100% Payment will be made after successful delivery within 3-4 weeks and satisfactory installation subject to submission of invoice.
- 9. Upon being selected as the successful bidder and being awarded the Order, the bidder is expected to deliver all the item within 3-4 weeks.**
10. Upon being selected as the successful bidder and being awarded the Order, the bidder is expected to reply to all queries/ complaints that may be raised by the Institute from time to time.



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11. The institute, at its sole discretion, reserves the right to accept or reject any or all the quotations including the lowest tender at any stage without assigning any reason thereof and the decision of the Institute will be final and binding on all concerned.
12. Only technically qualified bidders would be eligible to participate in the financial bid.

### Specifications of the Item to be procured – Quantity 1 Laptop

1. Intel Core i7-12700H vPro Essentials with NVIDIA T600 4GB, GDDR6 graphics 1 ENERGY STAR Qualified
2. 15.6" FHD 1920 x 1080, 60 Hz, 250 nit, non-touch, RGB HD Camera and Mic with WLAN
3. Single Pointing, No security
4. HD Camera, Temporal Noise Reduction, Camera Shutter, Mic 1 Intel Core i7 non-vPro Processor Label
5. 32 GB, 1 x 32, 4800MHz, DDR5, Non-ECC SoDIMM memory
6. M.2 2280 1 TB, Gen 4 PCIe x4 NVMe, Solid State Drive
7. E5 Power Cord 1M for India
8. 4 cell, 64 WHr standard lifecycle battery
9. NVIDIA T600, 4 GB, GDDR6
10. 130W Type C Power Adapter 1 Intel AX211, 2x2 MIMO, 2400 Mbps, 2.4/5/6 GHz, Wi-Fi 6E (WiFi 802.11ax), Bluetooth 5.2
11. Single Pointing Non-Backlit US International Keyboard with numeric keypad
12. HDD Dummy Filler
13. Bottom cover
14. Carry Bag
15. 3 years' onsite warranty
16. MsDOS preloaded
17. Wireless Mouse

### Settlement of Dispute

1. All disputes regarding interpretation of the contents of the Agreement or its implementation shall be resolved by Mutual discussion/reconciliation in good faith by the Agency and The Institute of Cost Accountants of India.
2. This contract shall be governed by the Laws of India for the time being in force and subject to exclusive jurisdiction of Courts at Kolkata.

### QUOTING OF RATES

1. The rate quoted should include all costs and applicable taxes etc. No other additional payments would be made.
2. The rate quoted will be final. No enhancement of rates will be allowed for any reasons viz. Non-availability of materials, hike in prices, increase in labour charges etc. during the period of the contract.



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3. Taxes as applicable should be included in the price, failing which the ICAI shall have no liability to pay these charges, and the liability shall be that of the tenderer.
4. **L1 will be evaluated on the basis of amount quoted in the 'total' column in the darkened box of Annexure A.**

### **SUBMISSION OF BIDS**

#### Envelope No. I – TECHNICAL BID:

Seal and signed page of filled in **Annexure-1 (Both part A and part B)**. (along with necessary copies of documents)

#### Envelope No. II – FINANCIAL BID:

Filled in Financial bid of **Annexure-2**.

*The Bidder should prepare two separate envelopes – One for submission of Technical Bid and another for submission of Financial Bid. These two envelopes need to be sealed super subscribing – Technical Bid & Financial Bid with the name, address and contact number of the Bidder.*

#### Envelope No. III

*Then pre-sealed envelope no. I & II need to be inserted in an another envelop i.e. envelope no. III and it also need to be sealed with a subject heading on it which is as under:*

**“Tender for procurement of Laptop for Designer (Studies Department)” (Bid Reference – LPC/Studies/Designer Laptop/2022)**

The final envelope (III) has to be submitted in the **LPC Tender Box** (box 1) kept at the ground floor of the Institute. Address: **Local Purchase Committee**, ICAI, CMA Bhawan, 12, Sudder Street, Kolkata – 700 016, on or before 3:00pm, 6th September, 2022.

**CONVENER  
LOCAL PURCHASE COMMITTEE**



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## **ANNEXURE-I (To be submitted in Technical Bid)**

**Part - A**

### **BIDDER DETAILS**

NAME OF THE ORGANISATION	
ADDRESS	
CONTACT DETAILS TELEPHONE NO: E-MAIL ID:	
Bank Details (IFS Code, Branch name, A/C No. etc.)	
COMPANY REGISTERED IN INDIA UNDER REGISTRAR OF COMPANIES (Attach a copy of Certificate)	
PAN NUMBER (COMPANY / PROPRIETOR) enclose copy of PAN	
GST REGISTRATION NUMBER (attach copy)	
TRADE LICENCE NO. (attach copy)	
Authorized OEM Partner (attach copy)	

**Declaration:** We / our company, together with this Technical Bid has submitted all necessary documents required for the Tender.

**Date:**

**Signature of bidder:**

**Place:**

**Seal:**



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### **ANNEXURE-I (To be submitted in Technical Bid)**

#### **Part - B**

#### **Confirmation of technical Specifications**

<b>Specification</b>	<b>Confirmation</b>
Make of the Laptop • Company Name • Model No	• •
Intel Core i7-12700H vPro Essentials with NVIDIA T600 4GB, GDDR6 graphics 1 ENERGY STAR Qualified	Yes / No
15.6" FHD 1920 x 1080, 60 Hz, 250 nit, non-touch, RGB HD Camera and Mic with WLAN	Yes / No
Single Pointing, No security	Yes / No
HD Camera, Temporal Noise Reduction, Camera Shutter, Mic 1 Intel Core i7 non-vPro Processor Label	Yes / No
32 GB, 1 x 32, 4800MHz, DDR5, Non-ECC SoDIMM memory	Yes / No
M.2 2280 1 TB, Gen 4 PCIe x4 NVMe, Solid State Drive	Yes / No
E5 Power Cord 1M for India	Yes / No
4 cell, 64 WHr standard lifecycle battery	Yes / No
NVIDIA T600, 4 GB, GDDR6	Yes / No
130W Type C Power Adapter 1 Intel AX211, 2x2 MIMO, 2400 Mbps, 2.4/5/6 GHz, Wi-Fi 6E (WiFi 802.11ax), Bluetooth 5.2	Yes / No
Single Pointing Non-Backlit US International Keyboard with numeric keypad	Yes / No
HDD Dummy Filler	Yes / No
Bottom cover	Yes / No
Carry Bag	Yes / No
3 years' onsite warranty	Yes / No
MsDOS preloaded	Yes / No
Wireless Mouse	Yes / No

**Declaration:** We / our company, together with this Technical Bid has submitted all necessary documents required for the Tender.

**Date:**

**Signature of bidder:**

**Place:**

**Seal:**



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## ANNEXURE-II (Financial Bid)

Sl. No.	Specifications	Quantity (nos.)	Amount (Rs)*
1.	Laptop	1	
<b>GRAND TOTAL</b>			

\* Rate quoted should be inclusive of all charges and taxes.

**Declaration:** We /our Company agree to all the terms and conditions as indicated in this EOI/Tender Notice and have physically visited and understood the scope of Work. We are not debarred by any other Department of the Institute.

Signature of bidder:

Seal:

Date: