



THE INSTITUTE OF COST ACCOUNTANTS OF INDIA NORTHERN INDIA REGIONAL COUNCIL

(Setup under an Act of Parliament)

CMA Bhawan, 3, Institutional Area,
Lodhi Road, New Delhi-110003.

Phone.: +91-11-24615788, 24626678,
Email: nirc@icmai.in
Website: www.nirc-icmai.in

Tender Notice

No./NIRC / 600

Date: 04.04.2025

Tender for supply of Apple iPads, and Keyboard

The Northern India Regional Council of the Institute of Cost Accountants of India invites sealed quotations from reputed vendors for the following items:

Sr.No.	Description	Qty
1.	Apple iPad Air 11" Wi-Fi 256 GB M3 chip	7
2.	Magic Keyboard for Apple iPad Air 11" M3 chip	7

General Instructions:

1. The bids will be submitted physically/ through Email at the following address:

The AAO
Northern India Regional Council
The Institute of Cost Accountants of India,
Ground Floor, CMA Bhawan, 3 Institutional Area,
Lodhi Road, New Delhi - 110003
Email: nirc@icmai.in

2. For any query, please contact Mr. Ravi Shankar- Mobile: 8800383496.
3. The last date of the submission of quotation is 24.04.2025.
4. Any bid received after the last date & time for receipt of the given in the Tender Document will be rejected.
5. Vendors should quote the rate for the above mentioned items with one-year standard warranty and for 3 years extended damage covered warranty.
6. The Work Order will be communicated to the successful bidder by email.
7. Taxes shall be paid as applicable and quoted by the vendor.
8. Payment will be made after successful supply and installation of items and on submission of the invoice.
9. The bid document should be duly signed by the competent authority.
10. NIRC reserves the right to reject any quotations without assigning any reason.
11. Conditional / Incomplete bids shall be rejected.
12. NIRC of ICMAI will not cover the loading/ unloading/ Installation/ any other charges.

Behind Every Successful Business Decision. There is always a CMA

Head Office : CMA Bhawan, 12, Sudder Street, Kolkata-700016 Phones.: +91-33-22521031/34/35

Fax: +91-33-22527993/1026, Website: www.icmai.in

Documents Required

Sr.No.	Details Requested	Provide Details
1.	Name of the Company/ Vendor	
2.	Year of Incorporation/ Establishment	
3.	Registered office/business address Name of Contact Person (s) Telephone/Mobile Number Email	
4.	Income Tax – PAN (Attach copy of PAN)	
5.	GST Number (Attach copy of GSTN)	
6.	Complete Address (with Name of the Contact person, Designation, Telephone, Mobile No, Email)	
7.	Attach the brochure and complete specification of the Items quoted.	
8.	RTGS & Bank Account Details	
9.	An Undertaking that the Firm has never been blacklisted by any client(s) on any reasons whatsoever. (Undertaking Format Given Below)	

Financial Bid

Sr. No	Description	Qty.	Unit Price (In INR)	Taxes	Net Total (Inclusive Taxes)
1.	Apple iPad Air 11" Wi-Fi 256 GB M3 chip	7			
2.	Magic Keyboard for Apple iPad Air 11" M3 chip	7			
	Total				
Total in words (Inclusive of taxes):					

Signature:

Name of the Authorized Signatory:

Name of the Company/Firm:

Contact No.:

Seal of the Company/Firm:

Undertaking Format

To,
The AAO,
Northern India Regional Council
The Institute of Cost Accountants of India,
Ground Floor, CMA Bhawan, 3 Institutional Area,
Lodhi Road, New Delhi – 110003

Subject: Undertaking Regarding Blacklisting

Dear Sir/Madam,

We, _____, hereby confirm that, to the best of our knowledge, we have never been blacklisted by any client or organization for any reason.

This undertaking is provided in good faith to fulfill the requirements of the Northern India Regional Council of the Institute of Cost Accountants of India.

Thank you.

Yours faithfully,

[Signature]

[Name of Authorized Signatory]

[Designation]

[Firm's Name]

[Contact Information]

[Seal/Stamp of Firm]