

INSTITUTE OF URBAN TRANSPORT (INDIA)
1st Floor, Anand Vihar Metro Station Building, Delhi - 110 092

Dated: 24.06.2022

The Institute invites quotations from eligible manufactures/ distributors/ authorized vendors/ registered vendors for supply of laptop and desktop. The details of laptop are mentioned below:

S.No.	Specification	Qty.	Unit Price (INR)	Amount (in Rs.)
i.	Laptop OS Window-11, 64 bit Processor- i7, 11 th Generation Ram – 8 GB SSD –512 GB Screen size – 14”	1		
ii.	Laptop OS Window-11, 64 bit Processor- i5, 11 th Generation Ram – 8 GB SSD –512 GB Screen size – 14”	1		
iii.	Desktop OS Window-11, 64 bit Processor- i5, 10 th Generation Ram – 8 GB Hard Disk – 1 TB UPS – 650va Optical storage - DVD RW, serial ATA, 18.5” LED Monitor	1		
	Sub Total			
	GST			
	Total			
	Make - HP / Dell			
	Model			

In Words: Rupees _____ only.

2. In case of any discrepancies, the minimum quoted price shall be considered for evaluation. Any bid received after the due date and time, by whatever means, shall not be considered.

3. Price quoted in bid document shall only be accepted. The agency must confirm their acceptance of the terms and conditions mentioned in Annexure "A". Each page of the original tender document should be signed and sealed.
4. For any queries kindly contact Ms. Tajinder Kaur, HR (Assistant), Mob: +9185878784068 or mail to tajinderkaur@iutindia.org; sumit@iutinida.org.
5. The quotations along with Annexure-I and requisite documents should reach **latest on or before 15:00 hrs, 2nd July, 2022 in sealed envelope superscribed as Quotation for supply of "laptops and desktop"** through registered post/ courier/ by hand/ speed post at the following address:

Director General
Institute of Urban Transport (India)
1st Floor, Anand Vihar Metro Station Building
Delhi - 110 092


(Sumit Chatterjee)
Officiating Executive Secretary

Annexure - A

Terms and Conditions

- i. Bids received after due date & time shall be summarily rejected.
- ii. Price quoted should be inclusive of GST levies, cartage handling, installation etc.
- iii. The rates should be quoted legibly in figure as well as in words. There should not be any cutting, overwriting or erasing in the rates or specifications. If there is any difference in the rates of words and figure in a tender the rate written in words will be considered as final.
- iv. The supply of laptops and desktops at site should be made within 7 days from the date of receipt of work order.
- v. IUT reserves the right to reject any or all the bids or accept them in part or reject the lowest bid without assigning any reason.
- vi. Payment will be made after installation.
- vii. Warranty: Three years for the system as well as accessories.
- viii. The vendor has to submit documentary proof of PAN and GST Number.
- ix. No advance payment shall be made by IUT.
- x. Supply/ installation of laptops/ desktops will be in IUT office at 1st Floor, Anand Vihar Metro Station Building, Delhi – 110092 without any additional delivery charges.

