



ICAR-CENTRAL INSTITUTE OF FISHERIES EDUCATION

(Deemed University), Indian Council of Agricultural Research

Panch Marg, Off Yari Road, Versova, Andheri (West), Mumbai-400061

Tel. No. 022-26361446/7/8, Web Site : www.cife.edu.in



F. No. 49(212)/DesktopComputer/NAHEP/22-23

Dated 17.01.2023

Name of the equipment: Desktop Computers

QUOTATIONS FORM HAS TO BE SUBMITTED SEPARATELY IN SEALED ENVELOPES

To,

M/s.

.....

.....

Sub: Purchase of Desktop Computers - reg.

Dear Sir,

Please find enclosed herewith the quotation form along with detailed specifications for Purchase of Desktop Computers in Annexure – 1 & 2.

Kindly acknowledge the receipt of the same.

Yours faithfully

Asstt. Administrative Officer (P)



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REQUEST FOR QUOTATION DOCUMENT FOR PURCHASE OF DESKTOP COMPUTERS



UNDER
National Agricultural Higher Education Project



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The Director, ICAR-CENTRAL INSTITUTE OF FISHERIES EDUCATION, Mumbai invites most competitive quotations in sealed envelope under National Agricultural Higher Education Project "NAHEP" for the Purchase of 7 nos. of Desktops from the reputed manufacturers, their authorized distributors /dealers and other suppliers/firms dealing with the Equipment.

The quotation should reach to this office **on or before 3.00 pm of 31.01.2023** in sealed envelope addressed to the Director, ICAR-CIFE, Panch Marg, Off Yari Road, Versova, Andheri (West), Mumbai-400061. The sealed envelopes should be sent by post/courier so as to ensure that it reaches the office within the due date and time. Alternatively, the quotations in sealed envelopes may be physically dropped in Tender Box in the office. Quotations received by Email or in open cover shall not be entertained.

TERMS & CONDITIONS OF QUOTATIONS:

1. The prices shall be quoted in Indian Rupees only. Each bidder shall submit only one quotation.
2. All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
3. No advance payment or any part payment will be made. The payment is normally made within 15 days from the date of receipt of item / material in good condition as per order. The payment will be released only after full installation/ commissioning of item/ equipment satisfactorily.
4. The successful firm must have to mention Bank Account number along-with the name of bank and its IFC code in the bill at the time of supply of ordered items. The payment will be made through RTGS only.
5. Quotation not found according to specifications will not be considered. The manufacturer / Dealer should quote only one make and one model of equipment similar as per our specification. The firm should also submit their quotation supported by relevant printed literature.
6. Quotation shall remain valid for a period not less than 90 days after the deadline date specified for submission of quotations.
7. The rate should be on F.O.R. ICAR-CIFE, Mumbai basis. The full taxes may be charged, if applicable. The Institute will not provide any Road permit form.



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8. Firm should have to attach EMD of value 2.5% of the quoted amount of the equipment. None payment of EMD of requisite value will render the bill as rejected. However, firms having NSIC/MSME certification are exempted from payment of EMD.
9. Upon receipt of supply order the successful bidder will have to submit 3 % of ordered value (exclusive taxes) as performance / security deposit in form of FDR / Bank Guarantee etc. issued from nationalized bank.
10. Delivery will have to be made within 30 days from the date of issue of supply order or as extended by the Institute.
11. In case of any dispute, the decision of the Director, CIFE, Mumbai shall be binding on the part of the contractor/supplier/fabricator/firm.
12. The firm will have to adhere to the warranty / guarantee on the equipment supplied and during the period any fault /shortcoming will have to be addressed immediately without any extra cost.
13. The dealer should enclose authorization certificate issued from the principal supplier / manufacturer.
14. All taxes should be mentioned clearly, if applicable, failing which, the quotation will not be considered.
15. The Director CIFE, Mumbai reserves the right to accept or reject any or all the Quotations without assigning any reason.
16. Disputes, if any, will be governed by the Mumbai jurisdiction only.

REQUIRED DOCUMENTS:

1. Scan copy of PAN and GST Registration Documents.
2. NSIC/MSME certificate, if any. Else EMD of requisite value in favour of **ICAR Unit CIFE** payable at Mumbai shall have to be submitted along with the Bid.
3. Registration/Corporation certificate of the firm.
4. Copy of RFQ Signed by Firm with all annexures.
5. Original Manufacturer Certificate / Authorized Distributor certificate from the manufacturer is required.
6. Bank account details of the firm in which the payment has to be made after satisfactory supply and installation.

Asstt. Administrative Officer (P)

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Annexure – 1**TECHNICAL SPECIFICATION FOR DESKTOP COMPUTERS**

Sl. No	Description of Items with detail specification	Quantity	The purpose for which the item is required
	<p><u>Instrument: Desktop Computer</u></p> <ul style="list-style-type: none">• More than 60 cm (23.8"), Full high definition Display• Intel Core i5 11th Gen Processor and above• RAM: 8 GB or greater than 8 GB• ROM: 256GB SSD + 1 TB HDD or greater than that• Intel Iris Xe Graphics• Windows 11 Home• Should be Best Suited for Office Use• Webcam internal• Network Adapter: Wireless adaptor• Mouse and Keyboard (Wireless) <p>Additional Software's with desktop:</p> <ul style="list-style-type: none">• Microsoft office recent one original• Anti-virus software original for 2 + years <p>Warranty</p> <ul style="list-style-type: none">• On parts and software – 2 years or greater than 2 year• Free Service – twice within 2nd year of installation completion	7	For office use

SEAL & SIGNATURE OF THE BIDDERS



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Annexure – 2

FINANCIAL BID

SN	Particulars	Quantity	Rate	Amount	Taxes, if any	Total Amount (Rs.) all inclusive
1	Purchase of Desktop Computers (Kindly mention the make / model of the item quoted)	7 Nos.				

(Rupees.....only)

SEAL & SIGNATURE OF THE BIDDER