

Apparel Training & Design Centre
(Under the AEGIS of AEPC, Sponsored by MOT, GOI)

Ref. ATDC/NHO/RP/SMART/05/33/TE/04

Date: 30 Jan 2012

SHORT TERM REQUEST FOR PROPOSAL (RFP)
FOR PROCUREMENT

The sealed quotations are invited for brand new items as per the following details.

SL No.	Description	Unit	Qty
1.	Laptop 14" Make:HCL,DELL,Acer,Sony VAIO,HP	Each	34
2.	Desktop 18.5"TFT Make:HCL, Lenovo, Zenith, Compaq,HP	Each	145
3.	UPS 600V Make: Numeric/APS	Each	145
4.	MS Office Professional Academic Version (License)	Each	154
5.	Laser Jet Printer (Black & White) Make:HP 1020 Plus,Panasonic,Kyocera	Each	40
6.	Photo Copier Multipurpose (Printer/Scanner/fax) Make:HP, Panasonic, Kyocera	Each	25

Please indicate price, Freight Charges, taxes, delivery schedule, payment terms, warranty/guarantee and validity of quote.

(Neera Singh Parihar)
Dy. Registrar (RP)

Configuration for Laptops	
Part Name	Product description
Processor	Intel Core i3 370M (2.40 GHz, 3M Cache)
Chipset	Intel HM 55 Chipset
System Memory	2 GB DDR3 RAM
Hard Disk	320 GB SATA HDD
Optical Drive	DVD RW
Wi-Fi	Integrated Wireless LAN 802.11 b/g/n
I/O/Ports & Other Items	Integrated Camera, Bluetooth, 1 PCI Express Slot, 3 USB, 1 RJ45, Integrated touchpad, Keyboard
Battery	Battery Backup more than 4 hrs. (Li-on Battery Pack)
Screen	14.0" HD 16:9 aspect ratio LED Display
Operating System	Windows 7 Professional Preloaded
Card Reader	7 in 1 Card Reader
Warranty	3 Years onsite warranty
Carry Bag	With Carry Bag

Configuration for Desktops	
Part Name	Product description
Processor	Intel Core i3-530 (2.93 GHz, 4 MB L3 Cache)
Chipset	Intel G41 Chipset
Hard disk	320 GB SATA HDD
RAM	2 GB 800MHz DDR3
Mouse	Optical Mouse
Key Board	Keyboard
Monitor	18.5 " wide TFT
Operating System	Windows 7 Professional Preloaded
Antivirus	McAfee Antivirus Preloaded (3 years)
Optical Drive	DVD ROM Drive
Misc.	1PC1x1/2 PCI x1,1 PCI express x 16,2 PCI slots
	On board Giga bit LAN, 2 DIMM Slots, Min. 6 USB Ports, 1 serial , 1 parallel port
Bays	4 bays,6 USB Ports.
Warranty	Three years onsite warranty

(Neera Singh Parihar)
Dy. Registrar (RP)

New Tender

Name of organization	ATDC		
RFP Title	Procurement of Laptop 14", Desktop 18.5" TFT,UPS, Printers, Multipurpose Photocopier as per configuration.		
RFP reference	ATDC/NHO/RP/SMART/05/33/TE/04		
RFP value	Estimated Value	EMD	Performance Security
	₹.85,00,000/-	₹ 4,25,000/-	(After finalization of contract)
RFP type	Procurement		
Type of bid	Single		
Location	Across India		
Announcement Date	30/01/2012		
Closing Date/Time	22/02/2012 at 1500 Hrs		
Opening Date/Time	22/02/2012 at 1600 Hrs		
Name of Person in Contact	Neera Singh Parihar/Rakesh Kumar Balyan		
Designation	Dy.Registrar(RP)/Purchase Officer(RP)		
Address	Apparel Training & Designing Centre, Paridhan Vikas Bhavan, P-50,Sec-44,Institutional Area, Gurgaon(Haryana)-122003		
Email	Neerasingh_parihar@atdcindia.co.in, balyanrakesh@atdcindia.co.in		
Phone	0124-4659-511/507		
Fax	0124-4659-500		

(Neera Singh Parihar)
Dy. Registrar (RP)

Terms & Conditions

1. **The price should be quoted for the new items as specified considering buyback offer.**
2. Quotes must be on company letter head and should be valid for minimum 60 days. Quotes such as "Subject to prior Sale" or "Till Stocks lasts" are not acceptable.
3. Quantities are tentative and can increase or decrease. The ATDC-SMART reserves the right to cancel or modify the tender without assigning any reason.
4. Quotes forwarded through email or by fax shall be summarily rejected.
5. The envelope containing quotes should be sealed and super scribed as:

(i) RFP Ref No. **ATDC/NHO/RP/SMART/05/33/TE/04** **Date: 30.01.2012**
(ii) RFP for : **Laptop, Desktop,& UPS**
(iii) Closing date: 22.02.2012 at 1500 Hrs.
(iv) Opening Date: 22.02.2012 at 1600 Hrs.
6. Late bids will not be considered.
7. Payment will be made within 30 days after receiving /installation of goods. Payment terms such as "**100% advance**", "**100% against delivery**" will not be accepted.
8. In case of any dispute the same be solved by means of arbitration, within New Delhi jurisdiction only.
9. Bid security against the estimated value of contract **₹.4,25,000/-** should be deposited along with the quote by means of Account payee Demand Draft any of the commercial banks favouring "Apparel Training & Designing Centre" payable at Gurgaon..
10. Sub-letting of contract is not allowed in any case.
11. **LD Clause:** The seller will pay to the buyer penalty for the delay in delivery due to reason attribute to the seller @ 0.5% of cost of equipment overdue for each of the first four full weeks and @1% for each subsequent full weeks of delay thereafter. However the total amount of penalties shall not exceed 10% of the cost of the value of the equipment delayed. Should the delay be more than three months ATDC may exercise the right to cancel the unfulfilled part of the contract. The seller/vendor undertakes to pay the penalties against the buyers' relevant invoices for the direct loss caused by non-delivery of goods.
12. The "Performance Security Money" will be deposited as communicated by ATDC.
13. The bids should be addressed to:

**Dy.Registrar (RP),
ATDC, Paridhan Vikash Bhavan,
P-50, Sec-44,Institutional Area,
Gurgaon (Haryana)-122003**
14. **The supplies are to be made on pan India basis.**

(Neera Singh Parihar)
Dy. Registrar (RP)

We, M/s ----- have read and understood the above mentioned terms & conditions and agreed with unconditionally.

(Sign. of authorized Signatory
With rubber stamp)

(On company/firm's letter head)

(Note: The quotes would be accepted in the following format only)

Quotation No. -----

Date: -----

To,

Dy.Registrar (RP/Purchase Procurement),
ATDC, Paridhan Vikash Bhavan,
P-50, Sec-44, Institutional Area,
Gurgaon (Haryana)-122003

SUBMISSION OF BIDS AGAINST
RFP/TENDER ENQUIRY NO. -----DATED-----

Dear Sir,

We are pleased to forward the best rates for the supply of the brand new items as per the following details.

SL No.	Description	Unit	Qty	Rate per unit	Total Value
1.	Laptop 14" Make:HCL,DELL,Acer,Sony VAIO,HP	Each	34		
2.	Desktop 17" TFT Make:HCL, Lenovo, Zenith, Compaq,HP	Each	120		
3.	UPS Make: Numeric/APS	Each	120		
4.	MS Office Professional Academic Version (License)	Each	154		
5.	Laser Jet Printer (Black & White) Make:HP 1020 Plus	Each	40		
6.	Photo Copier Multipurpose (Printer/Scanner/fax) Make:HP, Panasonic	Each	25		

Excise Duty:-----

Vat: -----

CST:

Freight Charges: -----

Delivery schedule: -----

Payment terms: -----

Warranty/guarantee: -----

Validity of quote: -----

(Sign. of authorized Signatory
With rubber stamp)