REQUEST FOR PROPOSAL (RFP)

FOR

PURCHASE OF IT HARDWARE

RFP REF. NO.: IAI/RFP/IT/LAPTOP/2025-2026
DATED: 21th Nov 2025

Address to:
Larry Baretto, DGM
Institute of Actuaries of India
2nd Floor, F' wing,
Tower II Seawoods Grand Central
Navi Mumbai 400706

TENDER FOR SUPPLY OF LAPTOPS (Qty-10)

Date: 21 November 2025

SECTION - I

NOTICE INVITING e-TENDER

[Through Government of India Central Public Procurement Portal (CPPP)]

Scope of Tender

E-TENDERS are invited through CPPP Portal by Institute of Actuaries of India (IAI) from eligible Original Equipment Manufacturer (OEM) or Original Equipment Manufacturer authorized partners/ distributors/ dealers for **SUPPLY OF LAPTOPS (Qty-10)** at IAI office.

The tendering process is exclusively online at e-portal URL address https://eprocure.gov.in/eprocure/app

Tenderers are advised to follow the instructions provided in the tender documents for the e-submission of the bids online. **Manual bids shall not be accepted**.

IAI makes no representation or warranty as to the completeness or accuracy of any response, nor does IAI undertake to answer all the queries that have been posted by the Bidders. In order to provide reasonable time to bidders to take the amendments into account for preparing their bids, IAI may, at its sole discretion, extend the deadline for the submission of bids suitably.

Those firms shall submit / upload valid NSIC registration Certificate/MSE Registration certificate & Annexure "**MSME – A**" duly attested by Notary Public given in Annexure V on CPPP portal failing which the tenders will be rejected outright.

Following **2 bids** shall be submitted through online at CPPP portal by the bidder.

a. Technical e-bid through CPPP Portal: -

Experience & Technical requirements:

i. The bidder shall also upload all documents as detailed in Section II clause 2 of Tender document in CPPP portal.

ii. Bidder shall upload e-tender on e-Portal well in advance to avoid last minute hassles. IAI shall not entertain any queries on such subject after last date of downloading e-tender document.

b. Financial e-bid through CPPP Portal: -

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ (Bill of Quantity) format with the tender document, then the same is to be downloaded and to be filled by all the bidders.

Bidders are required to download the BOQ file in MS Excel format, open it and complete the light blue coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder).

No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

Bidder shall take into account of all costs including all type of taxes, transportation Charges, loading, unloading at the location, cartage, etc. before quoting the rates in commercial Bid. In this regard no additional claim what so ever shall be entertained.

Critical dates for online submission in CPPP portal by the bidder is given below:

Date for Publishing of Tender: 21/11/2025

Date & Time for Submission of Bid: 19/12/2025 at 18:00 hrs

Date for Opening of Technical Bid: 19/12/2025

Date for Opening of Financial Bid: 23/12/2025

SECTION - II

INSTRUCTIONS TO BIDDERS

1. DEFINITIONS

1.1 “IAI / The Buyer” means the Institute of Actuaries of India.

1.2 "The Bidder / Vendor" means the individual or firm who participates in this tender and uploads its bid.

1.3 “Project Leader IAI” means the IAI executive responsible for signing all documents from IAI side and shall coordinate all the activities of the project with the bidder / contractor.

1.4 "The Supplier / Contractor" means the individual or firm finalised for undertaking the work as defined under the Notice Inviting Tender.

1.5 "The Works Order" means the order placed for the supply of works by the Buyer with the Contractor signed by the Buyer including all attachments and appendices thereto and all documents incorporated by reference therein.

1.6 “The Contract” means the agreement signed between the Buyer and the Contractor as per the terms and conditions contained in the Purchase Order / Work Order.

1.7 "Consideration Amount" means the amount payable to the Contractor under the Purchase Order / Work Order for the full and proper performance of its contractual obligations.

1.8 “Non-responsive Bid” means a bid, which is not uploaded as per the instructions to the bidders or the required data has not been provided with the Bid or intentional errors have been committed in the Bid.

2. Technical Bid

Digitally signed, scanned copies of the following documents to be uploaded in the Technical Bid folder of e- Tender in CPPP.

a. Copy of the PAN/ GST/ TIN/TAN / VAT as applicable.

b. Documents evidence for having office at Mumbai/ Navi Mumbai region.

c. Copy of Valid Registration certificate of NSIC / MSE’s which are registered under MSME act or as per Govt of India modifications from time to time and MSME declaration/ affidavit as per Annexure-V.

d. Copy of GST Registration Certificate.

e. Certificate from OEM stating that the bidder is the authorized partner/ distributors/ dealers forthis item.

f. Copies of History of Purchase Orders for proof of Experience

g. Digitally Signed copy of original tender.

h. Signed & scanned copies of Annexures I to III & IV.a ,IV.b to V

i. Annexure VI

3. PRICE BID:

a) The prices are to be quoted for “**SUPPLY OF LAPTOPS (Qty-10)”** in the BOQ excel sheet. The bidder shall quote only one price for one item of same specification against the nomenclature in Price bid. The sample price schedule will be as per Schedule-A.

b) The bidder shall quote as per price schedule given in Schedule-A for all the items in the price bid. In case the bidder not quoting price for all the items or not quoting for few items his price bid will not be considered.

c) The prices quoted by the bidder shall remain firm during the entire period of contract and shall not be subject to variation on any account.

d) Post offer discount, if any, offered by the bidders shall not be entertained. Bidders’ planning to offer discount shall therefore modify their offers suitably while quoting and shall quote clearly net price. However, such discounts from the firm declared as L1 on the basis of post bid negotiations if any shall be considered and such negotiated offer when agreed by IAI & the bidder shall form a part of the Price Bid.

e) Taxes as applicable and in force will be paid by as per prevailing rules.

4. COST OF BIDDING

The Bidder shall bear all costs associated with the preparation and submission of the bid. The Buyer, will in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

5. THE BID DOCUMENTS

The required materials, bidding procedures and contract terms are prescribed in the Bid Documents. The Bid Documents include: -

- Notice Inviting e-Tender
- Instructions to Bidders
- General Terms & Conditions of the Contract
- Annexure I to VI
- Price Schedule- (Schedule-A)

6. AMENDMENTS TO BID DOCUMENTS

a. At any time, prior to scheduled date of submission of bids, IAI if it deems appropriate to revise any part of this tender or to issue additional data to clarify and interpretation of provisions of this tender, it may issue addendum / corrigendum to this tender. Any such addendum / corrigendum shall be deemed to be incorporated by this reference into this tender and binding on the bidders. Addendum / corrigendum will be notified through CPPP portal at https://eprocure.gov.in/eprocure/app

b. If Bidder needs to delete and create a new bid response in case IAI issues amendment /corrigendum after bidder has created his response, and there is change in line item (new item added or existing item deleted) or in the price components of any line item he may do so after seeking due permission in writing from IAI post such an amendment is issued.

7. PERIOD OF VALIDITY OF E-TENDER (BID)

The E- tender (Bid) shall remain valid for a minimum of 180 days from the date of opening of the bid. The bidder shall not be entitled, to revoke or cancel the offer or to vary any term thereof, during the said period of validity without the consent in writing of IAI. In exceptional circumstances, the Buyer may request the bidder's consent for an extension to the period of bid validity. The request and the responses thereto shall be made in writing.

8. E-TENDER BID OPENING AND EVALUATION

a. To shortlist technically qualified bidders, Technical bid shall be scrutinized by IAI to ensure whether the same are in conformity to Technical & Operational Requirement. Bidders shall provide complete information to substantiate compliance of the technical specification listed in the tender. In case of incomplete compliance statement or inadequate information, tenders shall be finalised on the basis of the information available. It shall, therefore, be in the bidders' interest to give complete and comprehensive technical particulars while submitting the bid.

b. IAI may seek clarification on technical details or any other information deemed necessary.

c. Tenders meeting Technical bid criteria as specified herein shall only be informed and considered for opening and evaluation of Price bid.

9. OPENING OF THE FINANCIAL BIDS:

a. Financial Bids of those bidders who qualify in Technical bid evaluation shall be opened by IAI.

b. No correspondence shall be entertained from the bidders after opening of Financial Bid of the Tender.

10. CONTACTING THE BUYER:

Canvassing in any form in connection with the tenders is strictly prohibited and the tenders uploaded by the contractors who resort to canvassing are liable for rejection.

No bidder shall try to influence the Buyer directly or through external source on any matter relating to its bid, from the time of publication of e-Tender till the time the contract is awarded.

Any effort by a bidder to influence the Buyer in the bid evaluation, bid comparison or contract award decisions shall result in the rejection of the bid, and such actions will be considered as bad performance for future Projects.

11. AWARD OF CONTRACT

a. The acceptance of the tender will be intimated to the successful bidder by IAI.

b. IAI shall issue the purchase/work order to successful bidder induplicate. Successful bidder shall return one copy of purchase/work order within three working days as a confirmation to acceptance of terms and conditions of purchase/work order duly signed by him on each page of the order.

c. Successful bidder has to enter into an agreement with IAI on terms and conditions mentioned in the tender, its corrigendum and technical queries and responses against which purchase/work order has been issued.

d. IAI shall be the sole judge in the matter of award of contract and the decision of IAI shall be final and binding.

e. Supply of laptops (Qty-10) at Institute of Actuaries of India should be completed within 45 days from the issue of Purchase/Work order.

f. Penalty will be charged @ 0.5% of the contract value per day subject to maximum of 5% of total order value, in case of delay/ non-completion / non-delivery of equipments/ work within the stipulated time period.

g. Delay beyond 15 days shall lead to cancellation of Purchase/Work order and disallowing of participation in future Institute of Actuaries of India (IAI) tenders.

h. The bidder or OEM should have support Centre at Mumbai/ Navi Mumbai region. The bidder or OEM should furnish the Escalation matrix including names, locations, complete postal address, numbers of all technical support centers and also alternate contact persons including bidder.

12. RIGHT TO ACCEPT OR REJECT THE TENDERS

a. The right to accept the tender in full or in part/parts will rest with IAI. However, IAI does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all the tenders received without assigning any reason whatsoever.

b. Tenders not accompanied with prescribed information or are incomplete in any respect, and/or not meeting prescribed conditions, shall be considered non-responsive and are liable to be rejected.

c. The Buyer reserves the right to accept or reject any bid or a part of the bid or to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds for the Buyer’s action.

d. If the bidder gives wrong information in his E-Tender, IAI reserves the right to reject such tender at any stage or to cancel the contract, if awarded.

e. Should a bidder have a relation or relations employed in IAI in the capacity of an officer, the authority inviting tender, shall be informed. In the event of failure to inform and in a situation where it is established that the relation or relations employed in IAI has / have tried to influence the tender proceedings then IAI at its sole discretion may reject the tender or cancel the contract.

f. The requirements indicated in this E-tender are the minimum and bids of the firms not complying with these minimum requirements or having deviations equivalent to the minimum requirements shall be rejected. However, bids offering higher than the minimum requirements shall be technically acceptable without any additional Price implication.

g. Any correspondence after the opening of the technical bid, from the bidder, regarding the bid unless specifically sought by IAI shall not be considered. Such post bid offers / clarifications may be liable for action as per clause 10 of this section.

13. ANNULMENT OF AWARD:

Failure of the successful bidder to comply with the requirement of Clause 11 of this section shall constitute sufficient ground for the annulment of the award in which event the Buyer may make the award to any other bidder at his discretion or call for new bids.

SECTION - III

GENERAL TERMS & CONDITIONS OF THE CONTRACT

1. PURPOSE & SCOPE

This document sets out the terms & conditions to be met in connection with the "Supply of Laptops (Qty-10)" for the work as per details given in the notice inviting e-tender with specifications as in Annexure-IV.

Bidders bidding for part supply of the total requirements will be rejected.

2. COMPLIANCE

a. The unconditional acceptance of all the terms & conditions of the E-Tender has to be uploaded through a letter. The format of the letter is attached at Annexure-II.

b. The submission of the tender will imply acceptance of all the tender conditions by the bidder laid in tender document including all the Annexure & Schedules to the tender document.

c. The compliance to the Technical Specifications as in Annexure IV and terms & conditions should be supported by authenticated documentation wherever required.

d. The submission of unconditional acceptance as described above is essential for the tender evaluation. The failure to upload the unconditional acceptance statement in the said format shall result in the bid being rejected.

3. PAYMENT TERMS

100% payment after supply and testing of the items.

4. WARRANTY

Warranty for laptops must be for a period of 3 (three) years. In case of any defects in the supplied items/parts which may be noticed within the warranty period, the successful bidder shall be fully responsible to rectify or replace the items/parts, which may cause unsatisfactory performance, at bidder's own expense to the satisfaction of IAI.

5. CORRESPONDENCE

All correspondence would be directly with the bidder and correspondence through agents will not be entertained.

6. PATENTS, SUCCESSFUL BIDDER'S LIABILITY & COMPLIANCE OF REGULATIONS

a. Successful bidder shall protect and fully indemnify the IAI from any claims for infringement of patents, copyright, trademark, license violation or the like.

b. Successful bidder shall also protect and fully indemnify the IAI from any claims from successful bidder's workmen/employees, their heirs, dependents, representatives etc or from any person(s) or bodies/ companies etc. for any act of commission or omission while executing the order.

c. Successful bidder shall be responsible for compliance with all requirements under the laws and shall protect and indemnify completely the IAI from any claims/penalties arising out of any infringements and indemnify completely the IAI from any claims/penalties arising out of any infringements.

7. SETTLEMENT OF DISPUTES

If a dispute of any kind whatsoever arises between the IAI and the Contractor in connection with, or arising out of the Contract or the execution of the works, whether during the execution of the Works or after their completion and whether before or after repudiation or after termination of the contract, including any disagreement by either party with any action, inaction, opinion, instruction, determination, certificate or valuation of the Project Leader or his nominee, the matter in dispute shall, in first place be referred to the Executive Director, IAI who shall act as the conciliator on the matter. The disputes will firstly be settled by the Conciliator, failing which any party may invoke arbitration clause.

Unless the Contract has already been repudiated or terminated or frustrated the Contractor shall in every case, continue to proceed with the works with all due diligence and the Contractor and IAI shall give effect forthwith to every decision of the Project Leader or his nominee unless and until the same shall be revised, as hereinafter provided, by the Conciliator or in an Arbitral Award.

8. ARBITRATION AND LAW.

All disputes and differences arising out of or in any way touching or concerning this contract (except where otherwise provided for in the contract) shall be referred to the sole arbitration of the Executive Director, IAI. The award of the Arbitrator shall be final and binding on both the parties. The Arbitration and Conciliation Act, 1996 shall be applicable. It will be no bar if the Arbitrator appointed as aforesaid is or has been an employee of the Authority and the appointment of the Arbitrator will not be challenged or be open to question in any Court of Law, on this account Indian laws shall govern this contract.

9. TERMINATION FOR INSOLVENCY

The IAI may at any time terminate the Contract by giving written notice of one month to the contractor, without compensation to the Contractor, if the Contractor becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or affect any right or action or remedy which has accrued or will accrue thereafter to IAI. In the event of termination for penalty to the contractor Clause 9-c shall be applicable.

10. FORCE MAJEURE

a. IAI may grant an extension of time limit set for the completion of the work in case the timely completion of the work is delayed by force majeure beyond the contractor's control, subject to anything mentioned herein and to the procedures detailed there in being followed. Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of God (like earthquakes, flood, storms etc), acts of states, the direct and indirect consequences of wars (declared or un-declared), hostilities, national emergencies, civil commotion and strikes (only those which exceed a duration of fourteen continuous days) at successful Bidder's factory. The successful bidder's right to an extension of the time limit for completion of the work in the above-mentioned cases is subject to the following procedures.

b. That within 10 days after the occurrence of a case of force majeure but before the expiry of the stipulated date of completion, the bidder informs the IAI in writing about the occurrence of Force Majeure Condition and that the Bidder considers himself entitled to an extension of the time limit.

c. That the contractor produces evidence of the date of occurrence and the duration of the force majeure in an adequate manner by means of documents drawn up by responsible authorities.

d. That the contractor proves that the said conditions have interfered with the carrying out of the contract.

e. That the contractor proves that the delay that occurred is not due to his own action or lack of action.

f. Apart from the extension of the time limit, force majeure does not entitle the successful bidder to any relaxation or to any compensation of damage or loss suffered.

11. START OF CONTRACT AND AGREEMENT.

The Contract shall be considered as having come into force from the date of signing of contract. Contractor or his authorized representative, within 15 days of award of work & sign agreement on non-judicial stamp paper of appropriate amount. Tender Document shall form part of the agreement.

12. CLARIFICATION.

If the bidder has any query related to the tender document of the work they should use clarification tab in CPPP Portal to seek clarifications. No other means of communication in this regard will be entertained. Last date & time of making query is mentioned in the tender document.

13. TERMINATION FOR DEFAULT & RISK PURCHASE

a. The IAI may, without prejudice to any other remedy for breach of contract, by written notice of one month of default, sent to the Contractor, terminate this Contract in whole or in part in any or the following events if the Contractor fails to perform any other obligation(s) under Contract.

b. If the Contractor, in either of the above circumstances, does not remedy his failure within a period of 30 days (or such longer period as IAI may authorize in writing) after receipt of the default notice from IAI.

c. No payment shall be made for the efforts put in by the Contractor in case the same are of no value to IAI. The balance unfinished work of the project will be got done by fresh tendering on Contractor's risk and that extra expenditure will be recovered.

Unit No. F-206, 2nd Floor, F Wing, Tower II, Seawoods Grand Central,
Plot no R-1, Sector 40, Nerul Road, Navi Mumbai - 400706
+91 22 6243 3333 +91 22 6243 3322

ANNEXURE-I

Company/Firm details.

(To be uploaded in technical bid folder)

Sl. No.	Details	To be furnished by the vendor
1.	Name & Address of the firm	
2.	Official E-Mail id of the firm	
3.	PAN/ GST/ TIN/TAN / VAT as applicable. *	
4.	Type of organization & year of incorporation. *	
5.	Correspondence address with contact person's name, telephone number, mobile number etc.	
6.	Value of the work & details of work installed/maintained (Attach proof like copy of work order, performance & completion certificate etc.)	

*Relevant documents duly self-certified should be attached as Proof.

Signature of the authorized person with Company seal

ANNEXURE-II

UN CONDITIONAL ACCEPTANCE LETTER
(To be uploaded along with bid document)

To,
The Director
The Institute of Actuaries of India
Unit no. F-206, 2nd Floor,
"F" Wing in Tower 2,
Sector 40, Seawoods,
Navi Mumbai - 400 706

Sub: UNCONDITIONAL ACCEPTANCE OF IAI'S TERMS & TENDER CONDITIONS.

Ref No: e-Tender NO: SUPPLY OF LAPTOPS (Qty-10) AT INSTITUTE OF ACTUARIES OF INDIA /2025-26/12/2

Name of Work: "SUPPLY OF LAPTOPS (Qty-10)".

Dear Sir,

1. The tender document for the works mentioned above have been provided to me/us by Institute of Actuaries of India and I/we hereby certify that I/we have inspected the sites and read the entire terms and conditions of the tender documents made available to me/us, which shall form part of the contract agreement and I/we shall abide by the conditions/Clauses contained therein.

2. I/We hereby unconditionally accept the tender conditions of IAI's tender documents in its entirety for the above works.

3. It is clarified that after unconditionally accepting the tender conditions in its entirety, it is not permissible to put any remarks / conditions (except unconditional rebates on quoted rates if any) in the tender enclosed the same has been followed in the present case. In case any provisions of this tender are found to be violated after opening Technical & Price bids, I / we agree that the tender shall be rejected.

4. I/we declare that I/we have not paid and will not pay any bribe to any officer of IAI for awarding this contract at any stage during its execution or at the time of payment of bills and further if any officer of IAI asks for bribe/gratification, I /we will immediately report it to the appropriate authority in IAI.

5. It is declared that our company/partners or its Directors have not been black listed or any case is pending or any complaint regarding irregularities is pending, in India or any Indian State/Central Governments Departments or Public Sector Undertaking of India.

Yours faithfully,

Date: (Signature of the bidder with rubber stamp)

ANNEXURE-III

PROFORMA FOR e-PAYMENT

The Director

The Institute of Actuaries of India
Unit no. F-206, 2nd Floor,
"F" Wing in Tower 2,
Sector 40, Seawoods,
Navi Mumbai - 400 706

Subject: Request for E-Payment

Sir,

Following particulars are given for effecting E-payment in respect of our claim / Bill.

1	Name of Company	
2	Company Address	
3	City	
4	Postal Code	
5	Telephone No.	
6	Mobile No	
7	Email-Id	
8	PAN Number of the Company	
9	Company Bank A/c Number	
10	Name of Bank / Branch	
11	Branch Code	
12	Bank Address	
13	City	
14	Mode of Payment	
15	RTGS/NEFT details	

We also enclose herewith a cheque duly cancelled of our bank A/c.

Thanking You,

Yours Faithfully

Signature of the authorized person with Company seal

Note: Any erroneous information may lead to harmful transaction for which either IAI or the

Bank will not be liable / responsible.

Annexure-IV.a

Technical Compliance

Name of Work: “Supply of Laptops (Qty-10) ”

Sr.No	Particulars	Quantity	Warranty Required (in Years)
1	Laptops along with Original Backpacks HP 240R G10 notebook Core 7 -150U 14th Generation Windows 11 Enterprise 64 bit, FPR, BLK,FHD, SILVER 16GB RAM , 512GB SSD	10	3

Unit No. F-206, 2nd Floor, F Wing, Tower II, Seawoods Grand Central,
Plot no R-1, Sector 40, Nerul Road, Navi Mumbai - 400706
+91 22 6243 3333 +91 22 6243 3322

Annexure-IV.b

SCHEDULE OF QUANTITIES

Name of the work: "Supply of Laptops (Qty-10)"

S. No.	Description	Qty
1.	HP Laptops	**10**

(Signature of the bidder with stamp)

Annexure V

ANNEXURE "MSME-A"

(To be submitted in Non-Judicial Stamp Paper value of Rs.100/- and to be uploaded in Technical folder)

Declaration (For MSE Units Only)

I,________________on behalf of M/S.__________________________in the capacity

of________________(Position) hereby declare that

1. Our MSE Unit(s) is/are availing benefits extended by MSME, Government of India to Micro and Small Enterprises (MSEs) for the work of Supply of Laptops (Qty-10) invited vide Bid Number________________________________

2. Our MSE Unit(s) has/have not been awarded any work/ Supply under MSME benefit during the current financial year.

OR

Our MSE Unit(s) has/have been awarded work / supply for a total value of Rs._____________________________________only) under MSME benefits as on date and same work(s) /Supply is/are "In hand(Progress)/Incomplete" during the current financial year. Further We confirm that the value of work/supply is /are in hand (awarded under MSME benefits) during the financial year plus estimated cost of this tender has not crossed the "Monetary Limit" mentioned in NSIC Certificate.

3. Our firm is participating in this tender under "MSE Unit" or "Open Bidder".

Note: Strike out the conditions in (2) & (3) whichever is not applicable. Decision on any discrepancy in this "Declaration" shall be at the discretion of IAI and shall be final and binding.

Signature with Company Seal

Attested by Notary public

Annexure-VI

The Director
The Institute of Actuaries of India
Unit no. F-206, 2nd Floor,
"F" Wing in Tower 2,
Sector 40, Seawoods,
Navi Mumbai - 400 706

Undertaking w.r.t Not blacklisted

I/We______________________________having our office at______________________ declare that I/we/our firm have never been blacklisted by any State Government/Central Government or any State/Central PSU.

Signature:
Name:
Designation:
Name of the Agency:
Address of the firm:
Seal of firm:

Schedule A

This is a sample of financial quote. The bidder must download the Excel sheet BOQ from CPPP site and fill in only the unit rates. All rows should be filled compulsorily.

In case of any ambiguity in total unit price or total amount figures, all calculations will be carried out taking Basic Unit rate as base.

Name of the Bidder/ Bidding Firm / Company:					
PRICE SCHEDULE **(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)**					
NUMBER #	**TEXT #**	**NUMBER #**	**TEXT #**	**NUMBER**	**NUMBER #**
Sl. No.	**Item Description**	**Quantity**	**Units**	**Warranty in Years**	**BASIC RATE In Figures To be entered by the Bidder in Rs. P**
1	**2**	**4**	**5**	**6**	**13**
1	Laptops along with Original Backpacks HP 240R G10 notebook Core 7 - 150U 14th Generation Windows 11 Enterprise 64 bit, FPR, BLK, FHD, SILVER 16GB RAM, 512GB SSD	10.000	Nos	3.00	
Total in Figures					
Quoted Rate in Figures			**Select**		
Quoted Rate in Words		**INR Zero Only**			