



TENDER NO. :- BPPI /Purchase/Laptop- 011/2014

LIMITED TENDER FOR SUPPLY OF LAPTOPS
TO
Bureau of Pharma Public Sector Undertakings of India

For the year 2014
Dated: 30.05.2014



BUREAU OF PHARMA PUBLIC SECTOR UNDERTAKINGS OF INDIA

(Set up under the Department of Pharmaceuticals, Govt. of India)

IDPL corporate office Complex, Old-Delhi-Gurgaon Road, Dundahera, Gurgaon 122016

Telephone: 0124-4303751 / 4223074; Fax: 0124-230370

BUREAU OF PHARMA PUBLIC SECTOR UNDERTAKINGS OF INDIA (BPPI)
(SET UP UNDER THE DEPARTMENT OF PHARMACEUTICALS, GOVERNMENT OF INDIA)
Regd. Office: Core No. 6, First Floor, SCOPE Complex, Lodi Road, New Delhi-110003
Working Office: IDPL CORPORATE OFFICE, IDPL COMPLEX, DUNDAHERA, GURGAON (HR)

Ref. No.: BPPI/Purchase/Laptop-011/2014

Dated: 30.05.2014

INVITATION FOR QUOTATIONS FOR SUPPLY OF LAPTOPS TO BPPI
(This invitation duly signed on all pages should be attached with the Quote)

From

The General Manager,
Bureau of Pharma Public Sector Undertakings of India,
IDPL Corporate Office, IDPL Complex,
Dundahera, Gurgaon-1220016(HR)

Dear Sirs,

Subject: Invitation for Quotations for supply of Laptops to BPPI

1. Invitation of Bids:

You are requested to submit your most competitive quotation for purchase of Laptop to BPPI, in the prescribed Performa at Annexure-I on Letter Head duly signed by the Authorized Signatories for the following items:

S.No.	Brief Description of the Goods	Quantity in Nos.	Delivery Period
1.	Laptop	07	Within 05 days from the date of issue of purchase order

2. Bid Price:

2.1) The quotation shall be for the full quantity of items as per specification described in Annexure-II. Corrections, if any, shall be made by crossing out, initialing, dating and re-writing.

2.2) All duties, taxes and other levies payable by the bidder under the quotation shall be included in the total price.

2.3) The rates quoted by the bidder shall include delivery of the goods in the BPPI office at IDPL Corporate Office, Old-Delhi Gurgaon Road, Dundahera, Gurgaon-122016 in good condition.

3. Validity of Quotation:

Quotation shall remain valid for a period not less than 10 days after the deadline date specified for submission.

4. Evaluations of Quotations:

4.1) The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) are properly signed; and
- (b) conform to the terms and conditions, and specifications
- (c) Not furnishing Catalogues and point-wise compliance statement of Technical specification would be treated as a violation of the terms of the tender and the bids would be treated as non-responsive.

5. Award of Purchase Order:

BPPI will award the purchase order to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price (inclusive of all taxes) etc. mentioned above.

5.1) Notwithstanding the above, the BPPI reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

5.2) The bidder whose bid is accepted will be issued Purchase Order by the BPPI prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

5.3) The delivery should be made within 05 days from the date of the issue of purchase order.

5.4) Payment shall be made within 15 days from the date of delivery in good condition.

5.5) The item supplied shall carry a warranty of atleast 1 year for equipment from the date of delivery.

6. The bidders are requested to submit the quotations in a sealed cover superscribed "Quotations for Laptop to Bureau of Pharma Public Sector Undertakings of India, Gurgaon" and quotations should reach the General Manager, BPPI, IDPL Corporate Office, Old-Delhi Gurgaon Road, Dundahera, Gurgaon-122016 on or before 11.00 hours on 06.06.2014.

7. Quotation will be opened at 11.30 hours on 06.06.2014 in the presence of bidders, who want to attend.

8. We look forward to receiving your quotations and thank you for your interest in this tender.

General Manager

FORMAT OF QUOTATION

(Annexure-I)

To,
The general Manager(A&F),
Bureau of Pharma Public sector Undertakings of India(BPPI),
IDPL-Corporate office, Old –Delhi Gurgaon Road,
Dundahera, Gurgaon-122016

From,
M/s.....
.....
.....
Tel No.(Office):.....
Email Id:.....

Sir,

We have examined the tender for supply of Seven(07) no. of laptop (Dell/HP/Acer) with the specification and warranty terms described at Section-II. Our rates for the item according to your specification and terms are as under:-

S.No	Item	Make	Quantity	Specification	Amount (per unit)	Tax (if any)	Other charges,Packin g Forwarding etc.(if any)	Total Amount (incl. all taxes and other charges) Rs.
					Rs.			
1.	Laptop	Dell/HP/A cer	SEVEN	As per Section-II				
Total Amount(In Words):								Rs.

(Signature and stamp of the firm)
Date:

Place:

For

Authorized Signatories

Annexure-II

1. Technical Specification and Quantity

a) Laptop Specification

Item	Quantity	Make/Model
Laptop	Seven(07)	Dell/HP/Acer

Specification	1)Pentium Quad Core Processor(3 rd /4 th Generation) or above, 2)2GB DDR3 3) 500GB Hard Disk 4) DVD RW Drive with Dual Layer Support 5) Intel HD Graphics 6) Windows 7/8 64bit 8) Digital Microphone, Dual Speakers, HD Audio 9) Wireless LAN IEEE 802.11b/g/n, bluetooth v4.0 10)Screen Size: 14/15.6inch With Carry Bag Other Specifications as per OEM
Warranty	ONE Year comprehensive Onsite warranty/As per OEM