



FORE School Of Management

Ref No.: FSM/CC/RFQ/AMC/2022-23/06

Subject: RFQ for Care pack/ Extended warranty (AMC) of Laptop for **1 year (2022-23)**

Sealed tenders are invited from OEM's/ or their eligible Service Provider Companies / Firms dully authorized by OEM, for the award of Care pack/ Extended warranty (AMC) of Laptop.

Interested vendors are requested to submit their proposal in a closed envelope mentioning **"Quotation for Care pack/ Extended warranty (AMC) of Laptop (2022-23)"**.

The General Terms & Conditions are attached as **Annexure-1**.

Tender Issue Date: 09-Sep-2022

Tender Closing Date: 22-Sep-2022 (12:00 PM)

Issued by:

Sushendra
09/9/22

Sr. Administrative Officer

FORE School of Management
B-18, Qutab Institutional Area,
New Delhi – 110016

exclg/cumg
09/sep/2022



General Terms & Conditions of Bid:

1. Bid Submission: Two Bid System (Technical Bid and Financial Bid):

- A. The two bid system will be followed for this tender. Bidder is advised to carefully read this tender document before submitting their bid. In this system bidder must submit his offer in two separate sealed envelopes under main envelop as explained below:
- I. Envelope No.1 "Technical Bid"
 - II. Envelope No.2 "Financial Bid"
- B. Bidders will be selected by the following steps given as under:
- I. Short-listing of eligible vendors satisfying the technical qualification requirements laid in this tender document.
 - II. The Financial Bids of only those bidders will be opened whose technical bids would clear the technical evaluation.
 - III. Selection of bidder as the Service Provider based on the lowest price quotes and meets the commercial qualification requirements from the technically qualified short listed vendors.

1A. Technical Bid:

- A. OEM's/ or their eligible Service Provider Companies / Firms dully authorized by OEM. Document required for the same.
- B. Copy of PAN card
- C. Certificates of registration for GST

1B. Financial Bid:

- A. The rate may be quoted for Financial Bid in a separate envelope mentioning "Financial Bid" in a sealed cover with signature of authorized person.
- B. The Financial Bid should contain the rate against each item separately. All taxes and duties, if any must be indicated.

Uday Kumar



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Submission Deadlines:

- A. **Submission Deadlines:** Interested bidders send their offer in a closed envelop mentioning “**Quotation for Care pack/ Extended warranty (AMC) of Laptop (2022-23)**” on the cover, by courier or drop it in the box kept with security guard of FORE School of Management latest by 12:00 P.M. on or before 22nd Sep 2022.
- B. **Submission Delivery Address:** The delivery address to be used for all submissions is
- Uday Kumar**
Sr. Manager (Systems)
FORE School of Management
B-18, Qutab Institutional Area, New Delhi – 110016
Phone No.: +91-11-41242445, Email: uday@fsm.ac.in
- C. **Submission Questions and Clarifications:**
You may contact -
Uday Kumar
Call: +91-11-41242445 or Email to uday@fsm.ac.in

Electronic Submission: Electronic submission in response to this Request for Proposal will not be accepted. All submission must be on paper.

Other Terms & Conditions

- A. **Purchase Order:** The Purchase Order will be released for those who have successfully qualified the Technical Bid and Financial Bid. The Purchase Order has to be accepted by the bidder signing and returning an acknowledgement copy of it within 2 working days.
- B. **Payment Term:** The Payment will be made after the delivery of the certificate of Care Pack/ Extended Warranty & Submission of Invoice. **The detail hardware inventory is mentioned in Annexure-2.**

Uday Kumar



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Annexure-2

List of Hardware for Care pack AMC

1. Laptop

S.No	Make	Model	Serial No	DOP
1	HP	348 G4	5CG9263SB6	31-Oct-19
2	HP	348 G4	5CG9263SB0	31-Oct-19
3	HP	348 G4	5CG9263SBH	31-Oct-19
4	HP	348 G4	5CG9263S5R	31-Oct-19
5	HP	348 G4	5CG9263S3D	31-Oct-19
6	HP	348 G4	5CG9263S4J	31-Oct-19
7	HP	348 G4	5CG9263RPF	31-Oct-19
8	HP	348 G4	5CG9263S8P	31-Oct-19
9	HP	348 G4	5CG9263SCW	31-Oct-19
10	HP	348 G4	5CG9263S99	31-Oct-19
11	HP	348 G4	5CG9263S6T	31-Oct-19
12	HP	348 G4	5CG9263RQL	31-Oct-19
13	HP	348 G4	5CG9263S5M	31-Oct-19
14	HP	348 G4	5CG9263S5F	31-Oct-19
15	HP	348 G4	5CG9263S22	31-Oct-19
16	HP	348 G4	5CG9263S2S	31-Oct-19
17	HP	348 G4	5CG9263S1L	31-Oct-19
18	HP	348 G4	5CG9263RZG	31-Oct-19
19	HP	348 G4	5CG9263SF3	31-Oct-19
20	HP	348 G4	5CG9263RM6	31-Oct-19
21	HP	348 G4	5CG9263RPZ	31-Oct-19
22	HP	348 G4	5CG9263RZN	31-Oct-19

uday Kumar
09/sep/2022