



FORE School Of Management, New Delhi

Ref No.: FSM/CC/RFQ/Laptop/2023-24/03

Subject: Request for Quotation for Purchase of Laptops

FORE School of Management (FSM), one of the premier Business Schools in India, intends to procure the Laptops.

You are requested to submit your proposal/ quotation for supply of the following:

S. No.	Quantity: 30
1	Make: DELL Latitude 3440 Specification: Ubuntu Linux (Compatible with Windows), Intel i5, 13th Gen, 8 GB RAM DDR4, 512 GB SSD, 14" LED HD Screen, Free 3-3-3 years onsite warranty, Webcam HD, Wi-Fi, Bluetooth, Bag Pack Note: Please refer Annexure-1 below for detail specifications.

1. Scope of Work

- Successful bidder is fully responsible for the delivery of Laptops.

2. Bid Submission

- Bids are invited in Two Bids System i.e. (1) Technical and (2) Commercial**

Technical and Commercial bids should be sealed separately and enclosed in a sealed envelope clearly indicating separately Technical Bid for "**Technical Bid - Quotation for Dell Laptops**" and Commercial Bid for "**Commercial Bid - Quotation for Dell Laptops**".

Submission Deadlines: Interested bidders send to their offer in a sealed envelope mentioning "Quotation for Dell Laptops" on the cover, by courier or drop it in the box kept with security guard of FORE School of Management latest by **5:00 P.M. on or before 6th September 2023**. Quotations received after the stipulated time of the Due date or incomplete in any respect are liable to be rejected.

The Institute will not be responsible for any postal/courier delay and also for reasons beyond control of the Institute.

uday Kumar

B-18, Qutub Institutional Area, New Delhi-110 016
Phone No. +91-011-41242424



Mailendra
29/8/23



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- 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/ Technical Questions and Clarifications:** You may contact

Mr. Uday Kumar

Sr. Manager (Systems)

Phone No.: +91-11-41242445, Email: uday@fsm.ac.in

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

3. **Terms & Conditions**

- a. **Bidder Technical Eligibility:**

- The bidder shall provide the firm & company details copy of registrations along with the valid GST number with PAN Number allotted by the competent authorities. **A self-certified document in support of this must be enclosed.**
- Bidder should be OEM (Dell)/Authorized Partner/service provider of the OEM. In case the bidder is **an Authorized Partner or Service Provider a valid MAF** specific to this tender to quote on behalf of OEM should also be enclosed along with the technical bid. **A document in support of this must be enclosed.**
- Signed & Stamped compliance sheet of the technical specification as per Annexure-1 below of the offered equipment/item.
- Successful bidder will provide OEM warranty certificate and test report.

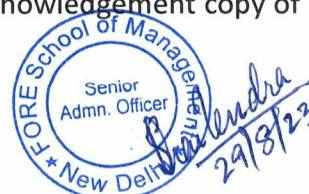
- b. **Bidder Selection:**

- The bids will be evaluated for technical qualification.
- The commercial bid will be opened after evaluation of the technical bid.
- Among the technically qualified bids, the best commercial price bid will be selected.

- c. **Purchase Order:** The successful bidder shall be issued with Purchase Order. The Purchase Order is to be accepted by the bidder signing and returning an acknowledgement copy of

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it within 5 working days. Acceptance of Purchase Order shall effect a contract between the Parties under which the rights and obligations of the parties shall be governed solely by the terms and conditions of this Purchase Order.

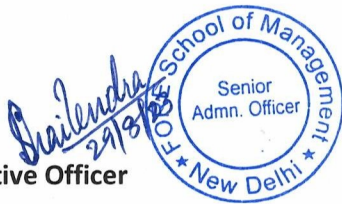
d. **Delivery:** 3- 4 weeks

e. **Payment Terms:**

- Payment will be made after technical inspection by the purchaser to verify the technical compliance of the item supplied and installation checklist.
- 100% Payment shall be made on successful delivery, installation and system integration testing with networking components to achieve end-to-end connectivity.
- No payment will be made for Laptops and accessories rejected at the site on testing.
- For claiming this payment, the following documents are to be submitted to the purchasing authority.
 - a. Invoice fully showing GST No. and Bank Details
 - b. Delivery Challan/ Bills in duplicate duly pre-receipted
 - c. PAN Card

Issued by:

Sr. Administrative Officer



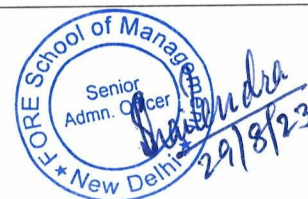
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New Delhi – 110016



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Annexure-1

1	Make & Model : Dell Latitude 3440, XCTO
2	Technical Specification
4	Processor:13th Gen Intel Core i5-1335U (12 MB cache, 10 cores, up to 4.60 GHz Turbo)
5	Base Options: Integrated Intel(R) Iris(R) Xe or UHD Graphics for i5-1335U Processor
6	ENERGY STAR:ENERGY STAR Qualified
7	Memory:8 GB, 1 x 8 GB, DDR4, 3200 MT/s
8	Primary Battery:3-cell, 42 Wh, Express Charge Capable, Long Life Cycle, 3-year warranty
9	Internal Keyboard: Single Pointing English International Keyboard
10	Hard Drive: 512 GB, M.2 2230, PCIe NVMe, SSD, Class 35
11	Chassis Options: Latitude 3440 Bottom Door, Integrated graphics
12	AC Adapter:65W AC rugged adapter, 4.5mm barrel, E4
13	Power Cord:E4 Power Cord 1M for India
14	Wireless: Intel(R) Wi-Fi 6E (6 if 6E unavailable) AX211, 2x2, 802.11ax, Bluetooth Wireless Card
15	Wireless Driver: Intel AX201/AX211 WLAN Driver
16	LCD:14", FHD 1920x1080, 60Hz, WVA/IPS, Non-Touch, Anti-Glare, 250 nit, NTSC 45%, FHD+IR Camera, WLAN
17	Operating Systems: Ubuntu 22.04 LTS (Compatible with Windows)
18	Camera: FHD/IR Camera, Temporal Noise Reduction, Camera Shutter, Mic
19	Carrying Cases: Dell Essential Backpack 15-ES1520P-Fits most laptops up to 15"
20	Compliance specs stamp & sign by OEM
21	Warranty : Three Year Onsite
22	MAF : OEM authorization certificate for bid specific
23	OEM Warranty Certificate
24	OEM Test Report



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