



Ref No.: FSM/CC/RFQ/Carepack/2016-17/04

Date of Issue: 1st July, 2016

Date of Closing: 9th July, 2016

Subject: RFQ for Care Pack Renewal of HP Desktop, Laptop and HP Printers

FORE School of Management, intend to invite quote for Care Pack Renewal of HP Desktop, Laptop and Printers for next 1 year. Interested vendors are requested to submit their price quotation for the same. The details of inventory to be maintained are listed at Annexure – 1.

- **Submission Deadlines:** Interested Vendor to send their offer in a closed envelope mentioning “Quotation for Care Pack Renewal of HP Desktop, Laptop and HP Printers” on the envelop cover, by courier or drop it in the box kept with the security guard of FORE School of Management latest by 4: 00 p.m. on or before 9th July, 2016.
- **Document:** Vendor should enclose a copy of certificate as evidence of its association with the principal company.
- **Submission of Questions and Technical Clarifications:** For any query or clarification you may contact Mr. Aurabinda Biswas at a.biswas@fsm.ac.in

* **Electronic Submissions:** Electronic submissions in response to this Request for Quotation will **not** be accepted. All submissions **must** be on hard copy and in sealed envelope.

1. Terms & Conditions

- The bidder should be Premium Business Partner (BP) of OEM.
- The Purchase Order will be sent by E-mail or communicated to you by telephone.
- The Vendor Selection shall be according to the best price quoted in proposal
- The bidder must quote their price as per Financial Bid format mentioned at Annexure-2.
- The Payment will be made within 7-10 days of delivery of certificate of Care Pack/ Extended Warranty & Submission of Invoice.

Issued by:
Manager Systems
FORE School of Management
B-18, Qutab Institutional Area,
New Delhi – 110016.

Contact Numbers:
Tel: +91-11-41242445
Mail id: a.biswas@fsm.ac.in

Air Cdr S K Midha (Retd.)
Chief Administrative Officer
FORE School of Management
“Adhitam Kendra”
B-18 Qutab Institutional Area
New Delhi-110016

Inventory Detail

S.No	Product	Make	Model	Serial No	Purchase Date
1	Desktop	HP	3090MT	INA01508R4	23-Apr-10
2	Desktop	HP	3090MT	INA01508Q3	23-Apr-10
3	Desktop	HP	3090MT	INA01508NW	23-Apr-10
4	Desktop	HP	3090MT	INA01508NF	23-Apr-10
5	Desktop	HP	3090MT	INA01508NZ	23-Apr-10
6	Desktop	HP	3090MT	INA01508R6	23-Apr-10
7	Desktop	HP	3090MT	INA01508QT	23-Apr-10
8	Desktop	HP	3090MT	INA01508P0	23-Apr-10
9	Desktop	HP	3090MT	INA01508PD	23-Apr-10
10	Desktop	HP	3090MT	INA01508QC	23-Apr-10
11	Desktop	HP	3090MT	INA01508PX	23-Apr-10
12	Desktop	HP	3090MT	INA01508NK	23-Apr-10
13	Desktop	HP	3090MT	INA01508PV	23-Apr-10
14	Desktop	HP	3090MT	INA01508QL	23-Apr-10
15	Desktop	HP	3090MT	INA01508Q4	23-Apr-10
16	Desktop	HP	3090MT	INA01508RH	23-Apr-10
17	Desktop	HP	3090MT	INA01508QG	23-Apr-10
18	Desktop	HP	3090MT	INA01508NX	23-Apr-10
19	Desktop	HP	3090MT	INA01508PZ	23-Apr-10
20	Desktop	HP	3090MT	INA01508R7	23-Apr-10
21	Desktop	HP	3090MT	INA01508RJ	23-Apr-10
22	Desktop	HP	3090MT	INA01508PL	23-Apr-10
23	Desktop	HP	3090MT	INA01508P2	23-Apr-10
24	Desktop	HP	3090MT	INA01508PG	23-Apr-10
25	Desktop	HP	3090MT	INA01508P4	23-Apr-10
26	Desktop	HP	3090MT	INA01508P8	23-Apr-10
27	Desktop	HP	3090MT	INA01508RG	23-Apr-10
28	Desktop	HP	3090MT	INA01508NQ	23-Apr-10
29	Desktop	HP	3090MT	INA01508PP	23-Apr-10
30	Desktop	HP	3090MT	INA01508QN	23-Apr-10
31	Desktop	HP	3090MT	INA01508QD	23-Apr-10
32	Desktop	HP	3090MT	INA01508QX	23-Apr-10
33	Desktop	HP	3090MT	INA01508R8	23-Apr-10
34	Desktop	HP	3090MT	INA01508QF	23-Apr-10
35	Desktop	HP	3090MT	INA01508NC	23-Apr-10
36	Desktop	HP	3090MT	INA01508NP	23-Apr-10
37	Desktop	HP	3090MT	INA01508QV	23-Apr-10
38	Desktop	HP	3090MT	INA01508NN	23-Apr-10
39	Desktop	HP	3090MT	INA01508RC	23-Apr-10
40	Desktop	HP	3090MT	INA01508NM	23-Apr-10
41	Desktop	HP	3090MT	INA01508QK	23-Apr-10
42	Desktop	HP	3090MT	INA01508R1	23-Apr-10

43	Desktop	HP	3090MT	INA01508R5	23-Apr-10
44	Desktop	HP	3090MT	INA01508R3	23-Apr-10
S.no	Product	Make	Model	Serial No	Purchase Date
45	Desktop	HP	3090MT	INA01508QY	23-Apr-10
46	Desktop	HP	3090MT	INA01508QW	23-Apr-10
47	Desktop	HP	3090MT	INA01508QJ	23-Apr-10
48	Desktop	HP	3090MT	INA01508NH	23-Apr-10
49	Desktop	HP	3090MT	INA01508QR	23-Apr-10
50	Desktop	HP	3090MT	INA01508P1	23-Apr-10
51	Desktop	HP	3090MT	INA01508RB	23-Apr-10
52	Desktop	HP	3090MT	INA01508Q5	23-Apr-10
53	Desktop	HP	3090MT	INA01508QM	23-Apr-10
54	Desktop	HP	3090MT	INA01508P7	23-Apr-10
55	Desktop	HP	3090MT	INA01508PY	23-Apr-10
56	Desktop	HP	3090MT	INA01508NT	23-Apr-10
57	Desktop	HP	3090MT	INA01508QZ	23-Apr-10
58	Desktop	HP	3090MT	INA01508RO	23-Apr-10
59	Desktop	HP	3090MT	INA01508QS	23-Apr-10
60	Desktop	HP	3090MT	INA01508PS	23-Apr-10
61	Desktop	HP	3090MT	INA01508Q2	23-Apr-10
62	Desktop	HP	3090MT	INA01508RD	23-Apr-10
63	Desktop	HP	3090MT	INA01508NS	23-Apr-10
64	Desktop	HP	3090MT	INA01508NL	23-Apr-10
65	Desktop	HP	3090MT	INA01508PJ	23-Apr-10
66	Desktop	HP	3090MT	INA01508PM	23-Apr-10
67	Desktop	HP	3090MT	INA01508PH	23-Apr-10
68	Desktop	HP	3090MT	INA01508PQ	23-Apr-10
69	Desktop	HP	3090MT	INA01508P6	23-Apr-10
70	Desktop	HP	3090MT	INA01508RF	23-Apr-10
71	Desktop	HP	3090MT	INA01508NG	23-Apr-10
72	Desktop	HP	3090MT	INA01508PW	23-Apr-10
73	Desktop	HP	3090MT	INA01508PC	23-Apr-10
74	Desktop	HP	3090MT	INA01508QH	23-Apr-10
75	Desktop	HP	3090MT	INA01508NB	23-Apr-10
76	Desktop	HP	3090MT	INA01508NY	23-Apr-10
77	Desktop	HP	3090MT	INA01508Q6	23-Apr-10
78	Desktop	HP	3090MT	INA01508Q7	23-Apr-10
79	Desktop	HP	3090MT	INA01508NJ	23-Apr-10
80	Desktop	HP	3090MT	INA01508R9	23-Apr-10
81	Desktop	HP	3090MT	INA01508PR	23-Apr-10
82	Desktop	HP	3090MT	INA01508Q1	23-Apr-10
83	Desktop	HP	3090MT	INA01508PN	23-Apr-10
84	Desktop	HP	3090MT	INA01508QB	23-Apr-10
85	Desktop	HP	3090MT	INA01508P5	23-Apr-10

Cont. (Annuxure-1)

S.no	Product	Make	Model	Serial No	Purchase Date
1	Laptop	HP	431	5CB224287F	19-Jul-13
2	Laptop	HP	431	5CB2242BZZ	19-Jul-13
3	Laptop	HP	431	5CB2246NPP	19-Jul-13
4	Laptop	HP	431	5CB2242BWL	19-Jul-13
5	Laptop	HP	431	5CB2242BV2	19-Jul-13

S.no	Product	Make	Model	Serial No	Purchase Date
1	Printer	HP	LJ-1566	VNC3F56454	19-Jul-13
2	Printer	HP	LJ-1566	VNC3F56593	19-Jul-13
3	Printer	HP	LJ-1566	VNC3Q36834	19-Jul-13
4	Printer	HP	LJ-1566	VNC3F56452	19-Jul-13
5	Printer	HP	LJ-1566	VNF3M03412	19-Jul-13

FINANCIAL BID FORMAT									
FINANCIAL BID FOR (Name of Tender)			RFQ for Care Pack Renewal of HP Desktop, Laptop and HP Printers						
Company Name:									
Address:									
City:		Pin Code:		State:					
Telephone No.:		Extn:		FAX No.:					
Contact Person Name:		e-Mail:							
Mobile No.:		PAN No.:							
		TIN No.							
SL.	Items	Make	Model No.	Serial No.	Qty.	Part #	Unit Price	S. Tax @ 15%	Amount
1	Desktop	HP	3090MT		85				
21	Laptop	HP	HP - 431		05				
22	Printer	HP	HP LJ-1566		05				
							Total Amount (Rs.)		
<p>I/ We further declare that the above Price offered by us shall remain valid and unchanged for the entire period of the bid.</p> <p>Name of authorized Signatory: _____ Signature & Company Seal: _____</p> <p>Date: _____ Place: _____</p>									

* Print this format on bidders Company Letter Head