



भारतीय राजमार्ग अभियन्ता अकादमी
(सड़क परिवहन एवं राजमार्ग मंत्रालय, भारत सरकार)
Indian Academy of Highway Engineers

(Ministry of Road Transport and Highways, Govt. of India)
A-5, Institutional Area, Sector-62, NH-24 Bypass, Noida-201301, UP, India
Tel 0120-2400085-86, 2405006-9, Fax 2400087
Email: iahe.training@gmail.com Website: iahe.org.in

All communications to this office should
be addressed to the Director by
designation and not by name

IAHE/Admin./01/Procurement Laptop/2017-18

5th April 2017

Notice Inviting Quotations (NIQ)

To,

**As per list identified
through Internet/ local enquiry
& web site of IAHE**

Sub: Supply of four 'HP Pavilion 15-AU628TX (Z4Q47PA)' Laptop to Indian Academy of Highway Engineers (IAHE), Noida.

Sir,

Your quotation may be submitted to The Director in sealed envelope **so as to reach by 25th April 2017 at 1:00 PM** in the format as given at Annexure-I (in the letter head of Agency) as per the following terms and conditions for supply of **HP Pavilion 15-AU628TX (Z4Q47PA)**. In the quotation, the letter number and date of this NIQ should be mentioned.

2. Terms & conditions

i. The Agency submitting quotation should have valid PAN, Sales tax registration number and authorization letter from HP India Sales Pvt. Ltd. Agencies are required to submit proposals in 2 covers. The **first cover shall contain a copy of PAN Card, Sales Tax registration number, authorization letter from HP India Sales Pvt. Ltd and security deposit of Rs. 15,000/- in the form of Demand Draft/ Bankers Cheque of a scheduled bank drawn in favour of Indian Academy of Highway Engineers payable at Noida.** The **second cover** shall contain the Financial Quote/ Quotation as given at Annexure-I. The first cover shall be opened at first and agencies who have submitted **PAN Card, Sales tax registration number, authorization letter from HP India Sales Pvt. Ltd and security deposit** shall be eligible for opening of the second cover i.e. the cover containing the Financial Quote. The work shall be awarded to the firm submitting the **lowest Financial Quote on the Grand Total basis**. Both the covers should be enclosed in a third cover with "Quotation for Supply of Laptop in response to IAHE's NIQ bearing no. **IAHE/Admin./01/Procurement Laptop/2017-18 dated 5th April 2017**".

ii. The rate quoted should be inclusive of freight/ all taxes etc., complete with all specifications mentioned at para 3 and supply should be to the site in the Campus of IAHE, A-5, Sector-62, Noida, Uttar Pradesh.

iii. Security deposit of bidders except lowest bidder is returned in original to the bidder's not later than 15 (Fifteen) days from the date of opening of financial proposal. The security deposit of the successful firm (lowest bidder) will be released within 7 days from supply of item mentioned in the Annexure-I of NIQ.

iv. Any bid not accompanied by security deposit and documents, as mentioned above, shall be rejected by the Academy as non-responsive. Any change of brand or specifications in the financial quote shall also be rejected by the Academy as non-responsive.

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- v. The IAHE shall not be liable to pay any interest on the security deposit and the same shall be interest free.
- vi. Supply should be completed as **mentioned in Annexure-I within a week time after issue of the supply order. In case the agency fails to complete the supply with in specified period, than the security deposit is liable to be forfeited.**
- vii. Rates for all the items (mentioned in Annexure-I of NIQ) must be quoted by the agency/ firm. If any agency/firm fails to quote, their quotation shall be considered as incomplete and shall be rejected. Evaluation will be done on the basis of grand total amount price.
- viii. Payment shall be made through NEFT/RTGS within a week time of satisfactory supply with all respect. Details of Bank A/c (name of account holder, nature of account, account number, bank name/ branch & IFSC Code) shall be specified in the quotation.
- ix. In case any item is found defective in functioning, the same should be replaced with new one forthwith. Gaurantee cards should be duly filled in favour of IAHE, Noida, Sector-62 and furnished along with supply.

3. Specifications of Laptop should be as follow:

HP Pavilion 15-AU628TX (Z4Q47PA)

Intel Core i7 7th Gen.
Dual Core, 2.7 GHz Clock Speed
8 GB DDR4 RAM
1 TB Hard Disk
4 GB NVIDIA Graphics Card
15.6 inches, 1920 x 1080 pixels screen
Windows 10 OS
1 year on-site warranty

4. If any disputes arise due to dealings between the successful bidder and IAHE here to or on account of interpretation of any term of this contract or otherwise due to this contract then the same may be decided by mutual consent otherwise the decision of Director, IAHE will be final and binding to the successful bidder.
5. IAHE reserves the right to cancel the NIQ even after receipt of quotations without assigning any reason.
6. Quotation shall be submitted to The Director in sealed envelope super scribed "Quotation for Supply of Laptop in response to IAHE's NIQ bearing no. **IAHE/Admin./01/Procurement Laptop/2017-18 dated 5th April 2017**" so as to reach by **25th April 2017 at 1:00 PM.**

Yours sincerely,



(Sunil Kumar Gupta)
Deputy Director(Trg.)

Format (should be on the letter head of the agency submitting the quotation)

Letter no

Dated

To
The Director
Indian Academy of Highway Engineers
A-5, Institutional Area,
Sector-62, Noida

Sir,

Please find our quotation with respect to your NIQ bearing No. IAHE/Admin./01/Procurement Laptop/2017-18 dated 5th April 2017.

Sl. No.	Make and specifications of Laptop	Quantity in Nos	Rate in Rs per unit (inclusive of all taxes/ freight)	Grand Total Amount in Rs
(i)	HP Pavilion 15-AU628TX (Z4Q47PA) Intel Core i7 7 th Gen. Dual Core, 2.7 GHz Clock Speed 8 GB DDR4 RAM 1 TB Hard Disk 4 GB NVIDIA Graphics Card 15.6 inches, 1920 x 1080 pixels screen Windows 10 OS With 1 year on-site warranty	4		
			Total Amount	
(in words.....Only) I accept all the terms and conditions stated in the NIQ issued bearing no. IAHE/Admin./01/Procurement Laptop/2017-18 dated 5th April 2017.				



Signature of Authorised Signatory

Name of the firm with stamp and date