Dear Sir/Madam,

Sub: Sealed Quotation for Supply & Installation of HP Desktops in lieu of Select IT Devices

National Institute of Bank Management (NIBM) is an apex level institute for Education, Training, Consultancy and Research Work in the Banking Industry. NIBM is an autonomous institute established by the Reserve Bank of India and other Public Sector Banks in India.

NIBM is an AICTE approved educational institution and in addition, NIBM is recognized as a Scientific & Industrial Research Organization (SIRO) by Department of Scientific & Industrial Research (DSIR) and hence, may be eligible for discounted academic pricing for hardware and software.

NIBM invites sealed quotations in the prescribed format for Supply & Installation of HP Desktops in lieu of Select Devices. Quotations should be addressed to "The Director, National Institute of Bank Management, Kondhwe Khurd, NIBM Post Office, Pune 411 048" and to be submitted at the Purchase/Stores section at NIBM Main Building between 10.00 a.m. to 5.00 p.m. on any working day (Mon-Sat) on or before August 3, 2023.

Terms for tendering quotation are as follows:

1. Prescribed format for Quotation for Supply of HP Desktops is provided as Annexure-1 and Annexure-2 contains the format for offered buy-back price with list of hardware devices. Vendors must submit their offer in these prescribed format only.

2. With the quotation for supply of HP Desktops (Annexure-1), buyback offer of hardware devices (Annexure-2) is mandatory. NIBM will select the vendor on the basis of total price of New Desktops after deducting the buyback price quoted by the respective vendor. Only those vendors will be treated as qualify who quote for both the options. Quotation received for any single operation shall be treated as rejected.

3. Your Quote should be inclusive of all involved charges, taxes such as packing, delivery/transport, loading/unloading, etc. No other charges shall be payable at later stage.

4. Payment terms, delivery schedule must be mentioned in clear terms along with the Guarantee/Warranty details.

5. Quotation should be sent only in sealed envelope with respective title on or before August 3, 2023.

6. Quotations sent by email/fax shall not be considered.
7. Considering the total cost of this transaction, Quote-specific OEM-Authorization Certificate with our reference quote number and date of validity, addressed to the Director, NIBM should be submitted along with the quote (Annexure-3).

8. The agency must be in a position to provide after-sales service support/spares during the guarantee/warranty period, if such services are required.

9. Material in damaged condition shall not be accepted for any reason. It is the sole responsibility of the successful vendor to deliver the material in perfectly working condition.

10. No advance or part-payments shall be made.

11. NIBM has the right to accept item-wise prices separately or the quotation, in total and/or alter the given quantity numbers. NIBM reserves the right to accept or reject all or any quotation/tender without assigning any reason thereof.

Thanking you

Yours sincerely,

Soni Philip

Encls.:  (i) Annexure-1 - Format for Supply of HP Desktops  
         (ii) Annexure-2 – Format for buy-back price with list of hardware devices  
         (iii) Annexure-3 – Format for OEM Authorization Letter  
         (iv) GST Information Form to be submitted along with Quote - duly stamped & signed  
         (v) Vendor Details Form to be submitted along with Quote - duly stamped & signed
## Format for Quotation of Supply of HP Desktops

(Amount in Rs.)

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Hardware Details</th>
<th>Configuration</th>
<th>Qty</th>
<th>Per Unit Cost</th>
<th>Sub-Total</th>
<th>Add - GST Amount</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>HP Desktop - Intel Core i7-12700</td>
<td>HP Desktop - Intel Core i7-12700 2.10G 25MB 12 cores 65W 16GB (1x16GB) DDR4 3200 DIMM Memory 512GB M.2 2280 PCIe NVMe Solid State Drive Wired Keyboard / Black 125 Wired Mouse ENERGY STAR Certified Label / OS Localization INDIA No Included ODD / No need for Serial Port Rear Wall Windows 11 Pro 64 HP /Summit G9 MT Country Kit C13 1.83m Straight Power Cord 3/3/3 (material / labor / on-site) MT Warranty</td>
<td>155</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Monitor 5RD66AA</td>
<td>HP P204v 19.5-inch Monitor 5RD66AA</td>
<td>155</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Cost (1+2) in Rs.
### Format for Buy-back Price with List of Hardware Devices

(Amount in Rs.)

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Make</th>
<th>Type</th>
<th>Model</th>
<th>Configuration</th>
<th>Proc. Year</th>
<th>Qty for Buy-Back</th>
<th>Buy-Back Price per unit</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>HP</td>
<td>Desktop</td>
<td>202 G2</td>
<td>Intel © Core™ i3-4130 CPU, 2.90GHz, RAM - 8GB, HDD-500GB</td>
<td>2014</td>
<td>135</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Dell</td>
<td>Monitor</td>
<td>E1914Hc</td>
<td>LED 18.5 Inches</td>
<td>2015</td>
<td>135</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Dell</td>
<td>Desktop</td>
<td>OptiPlex 980DT</td>
<td>Intel © Core™ i5-650 CPU 3.2 GHz, Integrated intelQ57 Express Chipset, RAM - 3 GB, HDD-320GB</td>
<td>2011</td>
<td>40</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Dell</td>
<td>Monitor</td>
<td>E1911c</td>
<td>E Series E1911 19&quot;W Monitor (LCD)</td>
<td>2012</td>
<td>40</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>HP</td>
<td>Laptop</td>
<td>ProBook 450 G2</td>
<td>Intel © Core™ i7-4th Gen CPU 2.00GHz, 3.00 GHz RAM - 8GB, HDD-1TB, 15 inches screen</td>
<td>2015</td>
<td>23</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>HP</td>
<td>Laptop</td>
<td>HP 430 Laptop</td>
<td>Intel © Core™ i5-2410M / Chipset HM65 / LCD 14 HD BV LED / RAM 4G DDR3 1 DM / HDD 500G 5400 RPM / ODD DVD-RW / Batt. 6C 47WH</td>
<td>2011</td>
<td>21</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Sub-Total 1+2+3+4+5+6)

(Add) GST ___%

Total Amount
Format for OEM Authorization Letter

This letter of authority should be on the letterhead of the manufacturer and should be signed by legal head or HR Head or CS of OEM. This may be enclosed with the bid. Any modification done to the above format will not be acceptable.

Date: ___ / ___ / ______

To

Sub: OEM’s Authorized Partners for this Tender

Sir, I/We ___________________________________________ (Bidder/OEM) having my/our registered office (address of the OEM) am/are an established manufacturer of (name of quoted items). I/We
______________________________________________ (name of bidder/OEM) solely authorize
______________________________________________ (Name of the bidders/OEM’s authorized partner) to supply, install
and provide warranty support on our quoted product for above mentioned tender. I/We have established
that above authorized partners meet all tender eligibility conditions defined for OEM’s authorized
partners. I/We also have entered in an agreement with our all authorized partners that they will supply,
install and provide warranty support for this tender on behalf of us.

Our full support is extended in all respects for supply, onsite warranty and maintenance of our products.

I/We also undertake that in case of default in execution of this tender by the any of authorized partners
viz., ______________________________________ (name of the authorized partners),
___________________________________________ (Bidder/OEM) ) shall take all liabilities and responsibilities and necessary steps for successful execution of maintenance/service support.

For ______________________________________ (name of) Bidder/OEM

___________________________________________

(Authorized signatory)

Name & Designation with Company Seal
<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Particulars</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name of the Vendor</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Name in which GST registration has been obtained</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>GST No (supported by GST certificate)</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>PAN (supported by scanned copy of PAN card)</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Bank Details</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Account No</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Name of the Account</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Name and address of the bank branch</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- IFSC of the bank branch</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Name of the Contact Person</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Mobile No. of the Contact Person</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Email id of the Contact person</td>
<td></td>
</tr>
</tbody>
</table>
GST INFORMATION FORM

Date: __________

To
Chief Administrative Officer
NIBM
Pune 411048.

Dear Sir/Madam

I / We, ____________________________, owner / proprietor of M/s ____________________________
________________________________________, located at ____________________________
________________________________________, having GST No ____________________________

confirm that the GST billed / charged by me/us in my/our invoices and thereafter paid to
me/us by NIBM, will be uploaded by me/us on the GST portal, Form No Trans 1, under
NIBM’s GST No 27AAATN0040P1ZJ within 15 days of raising the invoices so that NIBM is
able to claim GST credit in time.

I/We also undertake to pay / allow NIBM to recover/to reimburse the GST amount in case
the same is not paid by me/us to the Government under NIBM’s GST No within 15 days of
raising the invoices.

Thanking you,

Authorised Signatory
(Name & Signature with office seal)