Notice Inviting Tender

Management Development Institute -Gurgaon

Tender Ref. No.: MDI/CC/2025-26/Laptop-Printer/07 **Date:** 01.01.2026

Sub: Invitation of sealed quotations for SITC new laptop and/or new printers for MDI Gurgaon.

Tender Schedule: -

Bid System	Single Bid System To be submitted in a sealed envelope superscribed "Tender for SITC of laptops and/or Printers for MDI Gurgaon"
Last Date of Bid Submission	21.01.2026 3:30 PM
Online Pre-bid meeting	06.01.2026 12:00 Noon Register for the Online Pre-Bid meeting by expressing intent to join online meeting by sending email to ittender@mdi.ac.in latest by 05.01.2026 by 3:00 PM. Online Meet link will be shared with all those who register.
For any correction after Pre-bid meeting, the Addendum will be communicated on or after	On or after 06.01.2026
Bid should be addressed to	Senior Systems Analyst Computer Centre Management Development Institute Mehrauli Road, Sukhrali Gurgaon - 122 007, Haryana (INDIA)
EMD	EMD of Rs. 25,000/-(Twenty Five Thousand) through Demand Draft from any scheduled bank in favor of Management Development Institute Society payable at Gurugram, Haryana.

The Complete Tender details and any updates on the Tender will be available on the MDI Website at the link: https://mdi.ac.in/infrastructure/tenders.html

For any clarifications, write to Email- ittender@mdi.ac.in

The notice inviting bid along with instructions to vendor, Scope of Work, eligibility criteria, system of award of contract, etc. form part of the bid document containing 20 page**s** in all.

Sd/- For MDI-Gurgaon
(Senior Systems Analyst)

Index

S.No.	Description	Page No
1.	**Section A** General Information and Terms and Conditions of	3
2.	**Section B** Bid Rejection Criteria, Minimum Qualification Criteria Evaluation Procedure and Selection of the vendor	7
3.	**Section C** Filled in Formats to be submitted on Company Letter head Affidavits to be submitted.	9
4.	**Section D** Scope of Work	15
5.	**Section E** Financial Bid Format	18

Section-A

General Information and Terms and Conditions

1. The bid shall be submitted under Single-Bid system; Bid along with EMD to be submitted in sealed envelope superscribed as "Tender for SITC of laptops and/or Printers for MDI Gurgaon".
2. Vendor may bid for either laptop (Part-A) or printer(Part-B) or both (Part-A & Part-B).
3. The vendors are requested to read the tender document carefully and ensure compliance with all specifications/instructions herein. Non-compliance with specifications/instructions in this document may disqualify the vendor from the bid process.
4. All documentation is required to be in English.
5. Corrections/overwriting is not allowed.
6. Please ensure that Tender document must be signed and stamped on all pages as a token of acceptance of all the terms and conditions.
7. This tender document is not an offer and is issued with no commitment. Institute reserves the right to withdraw this notice inviting tender and or vary any part thereof at any stage.
8. Institute further reserves the right to disqualify any vendor, should it be so necessary at any stage. Institute shall not be bound to accept the lowest tender.
9. Institute reserves the right for distributing the work among several vendors. The Institute reserves the right to accept or reject any bid or to select the item or to reject the bidding process or any bid wholly or partly without assigning any reason.
10. Incomplete bids or receiving the bid after closing date and time are liable to be ignored and rejected.
11. The Institute will not be responsible for non-receipt of bids within the specified date and time due to any reason including postal delay or holidays. Bid received after the closing date/time will not be considered.
12. No quotations would be accepted by E-mail and only sealed hard copies will be accepted.
13. The tender documents are non-transferable and should be submitted in the exclusive name of the party to whom we will actually provide the Purchase order.
14. Sub-contract is not allowed.
15. The bid should be submitted on company letter head and should be submitted duly signed by the authorized person.
16. Tender once submitted shall not be returned to the tenderer in future.
17. The Institute reserves the right not to disclose names and rates of successful vendor (s).
18. The financial bid shall be valid for at least 120 Days. Institute will not entertain any request in respect of escalation of price due to any reason whatsoever.
19. For any other query relating to the tender, the vendors may write to- ittender@mdi.ac.in .
20. Institute may, at its discretion, extend the date for submission and/or opening of the bid.
21. Only those vendors should quote who can satisfy the scope of work and other requirements of Institute as stated in Section D.
22. **Place of Delivery and Installation:** Place of delivery and installation shall be Management Development Institute Mehrauli Road, Sukhrali, Gurugram - 122007, INDIA. No additional

freight or any other charges would be payable towards transportation etc.

23. For **buy back devices**, the vendor must examine the specifications; conditions etc., inspect the devices at site and acquaint himself with all conditions and matters pertaining there to. The buyback devices can be inspected at site on all working days from Monday to Friday between 10:30 A.M. to 4:30 P.M. Please call 0124-4560281 to fix an appointment prior to visiting the campus for inspection. Buy Back is mandatory.
24. **Termination-**
    - If the supplier fails to deliver devices as per specifications defined in Scope of work in Section D, Institute shall without prejudice to its other remedies, deduct penalty as defined in subsequent clauses.
    - In case of inability to supply and install devices, Institute shall reserve the right to terminate the purchase order after giving 15 days' notice in writing.
    - After the termination of purchase order the amount deemed payable to the vendor (if any) will sine die without any further payment. No further claim from the vendor will be entertained.
    - Decision of competent authority of Institute regarding termination will be final.
25. **Format of Price Schedule and related terms:**
    - Price must be quoted in Indian Rupees. Prices should be quoted as per the enclosed format both in figures and words. The rates offered should be inclusive of all proposed work and comprehensive in nature.
    - The charges quoted shall be kept firm throughout the pendency of of this work and no price escalation shall be entertained.
26. **Payment Terms:**
    - 70% of payment shall be released within 30 days on delivery of devices
    - 25% of payment shall be released after successful installation, handing over of warranty & support documents and related software & OS licenses in the name of the Institute.
    - 5% payment would be released at the end of warranty period as applicable.
    - Advance payment will not be made under any circumstances.
    - EMD would be released without interest after installation.
27. **Buy back of old devices**
    - Bidder should note that the old devices under buy back are being offered on AS-IS-WHERE-IS basis while quoting the buyback rates.
    - The bidders are advised to visit MDI Campus to inspect state of old devices. Please contact Shri Pranav Kumar (Phone 0124-4560281) for inspection of old devices. No compensation/claims at a later stage shall be entertained.
    - Quantity of buy-back may vary. The discretion to utilize buy back remain with MDI.
    - Refer Section D for brief details of items under buy back.
28. **Any dispute/ difference arising out or relating to this Tender:**

    Matters regarding any dispute shall be referred for arbitration to any officer appointed by the

Director of Management Development Institute Gurgaon, whose decision shall be binding and final. Even after arbitration if any questions, disputes and/or differences arises under and out of, or in connection with the contract, if concluded, shall be referred to the High Court of Haryana or any other court in the district of Gurugram (Haryana).

29. **Responses to Pre-Submission queries & issue of Addendum-**

- After publication of NIT in tender page of Institute website, Institute will begin accepting written questions from the applicants for pre-bid meeting. Institute will endeavor to provide timely response to all queries. However, Institute makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does Institute undertake to answer all the queries that have been posed by the applicants. For any clarifications, write to Email- ittender@mdi.ac.in . No queries will be entertained after the pre-bid meeting.
- At any time prior to the last date for receipt of tender, Institute may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective applicant, modify the NIT document by an addendum. The addendum (if any) shall be posted online at https://mdi.ac.in/infrastructure/tenders.html.
- Any such addendum shall be deemed to be incorporated into this NIT.
- In order to provide prospective applicants reasonable time for taking the addendum into account, Institute may, at its discretion, extend the last date for the receipt of bids which shall again be notified online through Institute portal www.mdi.ac.in

30. Laws of the Republic of India are applicable to this tender.

31. The vendors are expected to examine all instructions, forms, terms& conditions, other details in the tender document carefully. Failure to furnish complete information as asked in the tender document or submission of a proposal not substantially responsive to the tender documents in every respect will be at the vendor's risk and may result in rejection of the proposal.

32. **Force Majeure:**

Force Majeure is herein defined as any cause, which is beyond the control of the selected vendor or the Institute as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the Contract, such as:

Natural phenomena, including but not limited to floods, droughts, earthquakes, epidemics; Acts of any Government, including but not limited to war, declared or undeclared, priorities, quarantines, embargoes; Terrorist attacks, public unrest in work area Restriction, Freight Embargo; provided either party shall within ten (10) days from the occurrence of such a cause notify the other in writing of such causes. The vendor or the Institute shall not be liable for delay in performing his/her obligations resulting from any Force Majeure cause as referred to and/or defined above.

Declaration:

I/We do hereby confirm that I/We have the necessary authority and approval to submit this bid for supply of devices as per the terms & conditions mentioned above and also, hereby, agree and accepts the terms & conditions mentioned in clause 1 to 30 under General Information and Terms and conditions.

(Signature)

(Name of Authorised Signatory)

(Designation of Authorised Signatory)

Company Stamp

Date:

Place:

Section B

33. **Bid Rejection Criteria**:

a. Bids without EMD would be rejected.
b. Non-Submission of tender specific MAF with NBD Support during warranty period from OEMs for the laptop and/or printer brand quoted
c. Bids without Profile and declaration on company's letterhead would be rejected.
d. Bidder not having turnover of Rs. One Crore during each year in last three financial years.
e. The Bidder has to be profitable and should not have incurred loss in any of the last 3 consecutive Financial Years. Bidders required to submit CA Certificate or any other relevant certificate indicating the turnover and profitability for the last 3 consecutive Financial Years (FY 2022-23, 2023-24, 2024-25)
f. Declaration On Non-Judicial Stamp Paper of Rs. 10/- as per format given in Section C.
g. Not submitting copy of GST & PAN registration certificate.
h. Bid not submitted in sealed envelope.
i. The bidder should have adequate facilities, manpower and staff for installation, testing, commissioning of devices provided.
j. Not having minimum qualification criteria mentioned in clause below.
k. Financial bid not the format as per Section E would be rejected.

34. **Minimum Required Qualification Criteria**:

Following will be the minimum pre-qualification criteria. Each eligible vendor should possess all the following pre-qualification criteria. Responses not meeting the minimum pre-qualification criteria will be rejected and will not be evaluated.

S. No.	***Pre-qualification Criteria***	***Supporting Compliance document***
1.	The applicant shall be a firm/ company registered under the Indian Companies Act, 2013 and who have their registered offices in India and (office in National Capital Region of Delhi will be preferred)	Copy of Certificate of incorporation or any other relevant documents, brief company profile with copy of GST & PAN.
2.	The firm should be in the business of providing similar services since 05 (Five) years as on 31.03.2025 for OEMs quoted	Certificate by Company Secretary of the Bidder's Organization or any other relevant documents.
3.	The Bidder has to be profitable and should not have incurred loss in any of the last 3 consecutive Financial Years (FY 2022-23, 2023-24, 2024-25)	Attach certificate from CA or any other relevant certificate.
4.	The Bidder should have an annual turnover of Rupees One Crore in each of the last 3 consecutive Financial Years (FY 2022-23, 2023-24, 2024-25).	CA certified document with name of CA registration number, signature and stamp or any other relevant certificate.
5.	Names & addresses of prestigious clients (at least three) along with their contact details (telephone number/E-mail) of the contact persons of the clients of	1. 2. 3.

	recent past if available. (For laptops and/or printers supplied)	
6.	The firm should not be blacklisted by any Central Govt. / State Govt. / PSU/Govt. Bodies/ IITs & IIMs/Reputed Educational Institutes in India.	Affidavit on Non Judicial Stamp Paper as per format in Affidavit-1 to be submitted
7.	**Next Business Day Pro Support for the devices and brands quoted**	Declaration in this regard to be submitted by OEM.

35. Evaluation Procedure and Selection

- Bidders will be technically qualified based on Information/documents provided by the Bidder and meeting the scope given in the Tender.
- Bidders fulfilling minimum required qualification and meeting all criteria under Bid Rejection clauses would be considered technically qualified.
- The vendor who satisfies the qualification criteria as indicated and offering lowest rate (L1) (As per Financial bid format provided in Section E) would be selected.
- Vendor may bid for either laptop (Part-A) or printer (Part-B) or both (Part-A & Part-B). L1 would be selected separately for laptop and printer.
- MDI decision will be final for the evaluation of Bids and is binding on all bidders.

Section C

Checklist

Please prepare and submit your bid in a sealed envelop superscribing "Quotations for Laptop and Printers" as per the details given below.

S. No.	Document to be Attached	Whether submitted	Mention Page Number
1.	Applicant's expression of interest (Format-1)	Yes ❑ / No ❑	
2.	EMD of RS. 25,000	Yes ❑ / No ❑	
3.	Organizational Details (Format-2)	Yes ❑ / No ❑	
4.	Experience in related fields (Format-3) annexed with Work Order/ Completion	Yes ❑ / No ❑	
5.	Financial strength of the organization (Format-4). CA certificate attached.	Yes ❑ / No ❑	
6.	The tender document signed & stamped in each page.	Yes ❑ / No ❑	
7.	Copy of GST / PAN No.	Yes ❑ / No ❑	
8.	Affidavit as per format in Section C	Yes ❑ / No ❑	
9.	Whether agree to the scope including the specifications of items given in Section-D.	Yes ❑ / No ❑	
10.	Warranty Declaration on company letter head	Yes ❑ / No ❑	
11.	Valid Authorization from OEM as specified in Section D (Mention OEMs)	Yes ❑ / No ❑	
12.	Financial Bid (Section E)	Yes ❑ / No ❑	

FORMAT-1

Tender for SITC of laptops and/or Printers for MDI Gurgaon
(Applicant's Expression of Interest)

To,
Senior Systems Analyst
Computer Centre
Management Development Institute
Mehrauli Road, Sukhrali
Gurgaon - 122 007, Haryana (INDIA)

Sub: Submission of bid for SITC of laptops and/or Printers for MDI Gurgaon.

Dear Madam,

In response to the NIT for SITC of laptops and/or Printers for MDI Gurgaon at MDI Gurgaon (published in https://mdi.ac.in/infrastructure/tenders.html) we would like to express our interest to supply the above proposed printer.

As instructed, we are attaching all the documents as per the checklist given in Section C.

Sincerely Yours,

Signature of the applicant
[Full name of applicant]

Stamp.....
Date:

Encl: As above.

Note: This is to be furnished on the letter head of the bidder.

FORMAT – 2

S. No	Organizational Contact Details	
1.	Name of Organization	
2.	Year of establishment	
3.	Number of employees	
4.	Main areas of business	
5.	Type of Organization Firm/ Company/ registered under the Indian Companies Act, 2013	
6.	Whether the firm has been blacklisted by any Central Govt. / State Govt./PSU/ Govt. Bodies / Autonomous bodies/ IITs & IIMs/Reputed Educational Institutes in India. **If yes, details thereof also please, If No, attach Undertaking in regards to not being blacklisted.**	
7.	Address of registered office with telephone no. & E-mail	
8.	Address of offices - in Delhi NCR	
9.	Authorized Contact Person Name: Telephone no. E-mail ID	

Enclose all supporting documents

Signature of the Applicant
Full name of the applicant

Stamp & Date

Note: This is to be furnished on the letter head of the bidder.

FORMAT – 3

Experience of SITC of laptop and/or Printers
Add a row for Each Client
Minimum three required for laptop and/or printers each

S .No.	Client Name (Higher Education Institute / University/ Govt. / PSU)	Quantity Supplied and installed	Value of the Project	Client Contact No.	Client Email ID	Completion Certificate Attached
						Yes ❑ / No ❑
						Yes ❑ / No ❑
						Yes ❑ / No ❑
						Yes ❑ / No ❑
						Yes ❑ / No ❑

Encl: As above.

Note: This is to be furnished on the letter head of the bidder.

Signature of the applicant's Full name of applicant
Stamp & Date

FORMAT – 4

Financial Strength of the Organization				
S. No	Financial Year	Whether profitable (Yes/NO)	Annual net profit (in Lakhs of Rs.)	Overall annual turnover (in Lakhs of Rs.)
1	**2022-23**			
2	**2023-24**			
3	**2024-25**			
Note: Please enclose auditor's certificate or any other relevant document in support of your claim.				

Signature of the applicant
Full name of applicant

Stamp & Date

Encl: As above.

Note: This is to be furnished on the letter head of the bidder.

Affidavit-1

(DECLARATION ON NON-JUDICIAL STAMP PAPER OF RS. 10/-)

I/we_____Partner(s)/legal Attorney/ Proprietor(s)/ Accredited Representative(s) of M/s_____solemnly declare that:

2. I/we are submitting tender for ---------- against Tender Notice No._____ dated_____.

3. All information furnished by me/us in respect of fulfillment of eligibility criteria and information given in this tender is complete, correct and true. All documents/credentials submitted along with this tender are genuine, true and valid.

4. My/our bid shall remain valid for a period of 120 days from the last date fixed for the bid submission in accordance with the Bidding Documents and shall be binding upon us and maybe accepted at any time before the expiry of the period.

5. The Price-Bid submitted by me/us is "WITHOUT ANY CONDITION".

6. If any information or document submitted is found to be false/incorrect, MDI may cancel my/our Tender and can take any action as deemed fit including termination of the contract, for forfeiture of all dues including blacklisting of my/our firm and all partners of the firm etc.

7. I/we also declare that the Government of India or any other Government body has not issued any show-cause notice or declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.

8. I/We understand that MDI decision will be final for the evaluation and rejection of Bids.

9. I/We have gone through all terms & conditions of the tender documents before submitting the same and accept the same along with the technical specification and all other conditions mentioned in the documents; including the condition that MDI is not bound to accept the lowest bid.

(Signature of the Tenderer with Seal)

Date:

Section D
Scope of Work

Detailed Specifications of items to be supplied, installed, tested and commissioned.

Part-A: SITC of Enterprise Grade Laptop (**Dell/HP/Lenovo**) as per Specification given below

S. No.	Description & minimum Specifications (Model no if any)	Make/ Model/ Part-Code	Compliance	Deviations (if any)
1.	Laptop Chassis, Black color, textured finish		Yes ❑ / No ❑	
2.	14th Generation (PC14250) XCTO Base [Core 7 Proc]		Yes ❑ / No ❑	
3.	Intel(R) Core(TM) 7 250U SIPP (10 cores, up to 5.4 GHz), 16 M cache, base		Yes ❑ / No ❑	
4.	Integrated Intel graphics for Intel Core 7 250U SIPP processor		Yes ❑ / No ❑	
5.	14" **Touch** FHD (1920x1080), Anti-Glare embedded, 300 nits		Yes ❑ / No ❑	
6.	HD+IR camera W/shutter, Microphone		Yes ❑ / No ❑	
7.	WLAN capable, Intel(R) AX211, WLAN Driver, Intel dual band WI-FI 6E AX210 2x2 802.11ax		Yes ❑ / No ❑	
8.	16 GB: 1 x 16 GB, DDR5, 5600 MT/s (5200 MT/s with Inte(R) Core(TM) processors		Yes ❑ / No ❑	
9.	1TB SSD		Yes ❑ / No ❑	
10.	Laptop Battery, 3-cell, 55 Wh, ExpressCharge Capable, Express Charge Boost Capable, E4 Power Cord 1M for India		Yes ❑ / No ❑	
11.	ENERGY STAR Qualified		Yes ❑ / No ❑	

12.	**Ports:** HDMI- 2 Nos, USB Port 3.0-3 Nos., 3.5 mm Audio Jack, C-Port, RJ45		Yes ❑ / No ❑	
13	Bluetooth® 5.3 wireless card		Yes ❑ / No ❑	
14	Backlit keyboard		Yes ❑ / No ❑	
15	Wired Mouse (same OEM as the laptop)		Yes ❑ / No ❑	
16	Preloaded Windows 11 Pro 64 bit		Yes ❑ / No ❑	
17	Copilot AI Integrated		Yes ❑ / No ❑	
18	Warranty: Standard One Year 24x7 NBD Pro Support from OEM		Yes ❑ / No ❑	
19	Warranty: Extended to total of Five-year incl. one-year standard warranty 24x7 NBD Pro Support from OEM		Yes ❑ / No ❑	
20	5 years ADP		Yes ❑ / No ❑	
21	Laptop Carry Bag		Yes ❑ / No ❑	

Part-B: SITC of Printer as per Specification given below

S. No.	Description & Specifications	Compliance	Deviations (if any)
1.	**Printer HP LaserJet MFP M 329 DW** (Back-to-Back Printing) Detailed Specifications Multi-Function Printer with Back-to-Back Printing Supporting Print, Copy and Scan/ Yes Print Speed: Up to 19 ppm; Print Resolution Black (best): Up to 600 x 600 dpi; Print Technology Laser; Print Cartridges Number 1 Black; Standard Print languages Printer Smart Software Features Apple AirPrint™, Mopria-certified, HP Auto-On/Auto-Off, Wi-Fi Direct, HP Smart App, Scan Type / Technology Flatbed/ CIS; Scan File Format JPG, RAW (BMP), PNG, TIFF, PDF; Scan Input Modes Scanning via HP LaserJet Software Scan or TWAIN-compliant or WIA-compliant software; Scan Size Maximum Flatbed: 8.5 x 11.7 in, Standard Connectivity Hi-Speed USB 2.0 port; built-in Wifi 802.11b/g/n with Wireless Capability; Mobile Printing Capability Apple AirPrint™; Google Cloud Print 2.0; Mopria-certified; Wi-Fi Direct, HP Smart App; Memory Standard: 32 MB;	Yes ❑ / No ❑	

	Maximum: 32 MB; Processor Speed 500 MHz; Duty Cycle Monthly, letter: Up to 8000 pages; Media Types Supported Plain paper, envelope, postcard, Label; Paper Handling 150-sheet input tray; 100-sheet output bin; Standard Paper Trays: 1 input tray; Input Capacities: Up to 150 sheets standard; Up to 10 envelopes; Output Capacities: Up to 100 sheets stand Product Dimensions W x D x H: 14.2 x 10.4 x 7.8 in; Maximum: 14.2 x 16.8 x 13.7 in; Product Weight 11.9 lb Warranty Features One-year warranty Energy Efficiency Compliance ENERGY STAR® qualified; Control Panel Icon LCD, 8 buttons, 4 LED indicator lights; Software Included For Windows OS: HP Software Installer, HP Software Uninstaller, HP PCLmS Printer Driver, HP Device Experience (DXP), HP Web Services Assist (HP Connected), Device Setup & Software, User manuals, HP Printer Assistant, HP; Scan Driver, HP Scan Application.		

Part-C: Details of items under buyback. Quote for Buyback is mandatory. Please visit MDI to inspect items before submitting quotation

S. No.	Description of Item	Qty	Buyback Acceptance
1.	Computer Peripheral	3	Yes ❑ / No ❑
2.	Laptop	2	Yes ❑ / No ❑
3.	Gate Access	2	Yes ❑ / No ❑
4.	Laptop	2	Yes ❑ / No ❑
5.	Label Printer	2	Yes ❑ / No ❑
6.	Computer Accessories	1	Yes ❑ / No ❑

Section-E

Financial Bid

Quote for SITC of New Laptops and Printers

Part A: Quotation for Laptop as per specifications in Section-D

S. No.	Description of Item * & Specifications (Model no if any)	Make/ Model/ Part-Code	Qty. #	Unit Price in Rs.	Total Unit Price Excl GST in Rs.	GST (%)	Total Unit Price Incl GST
1.	Laptops Chassis, Black color, textured finish		12				
2.	14th Generation (PC14250) XCTO Base [Core 7 Proc] or equivalent		12				
3.	Intel(R) Core(TM) 7 250U SIPP (10 cores, up to 5.4 GHz), 16 M cache, base		12				
4.	Integrated Intel graphics for Intel Core 7 250U SIPP processor		12				
5.	14" **Touch** FHD (1920x1080), Anti-Glare embedded, 300 nits		12				
6.	HD+IR camera W/shutter, Microphone		12				
7.	WLAN capable, Intel(R) AX211, WLAN Driver, Intel dual band WI-FI 6E AX210 2x2 802.11ax		12				
8.	16 GB: 1 x 16 GB, DDR5, 5600 MT/s (5200 MT/s with Inte(R) Core(TM) processors		12				
9.	1TB SSD		12				
10.	Laptop Battery, 3-cell, 55 Wh, ExpressCharge Capable, Express Charge Boost Capable, E4 Power Cord 1M for India		12				
11.	ENERGY STAR Qualified		12				
12.	**Ports:** HDMI- 2 Nos, USB Port 3.0- 3 Nos., 3.5 mm Audio Jack, C-Port, RJ45		12				
13	Bluetooth® 5.3 wireless card		12				

14	Backlit keyboard		12				
15	Wired Mouse		12				
16	Preloaded Windows 11 Pro 64 bit		12				
17	Copilot AI Integrated		12				
18	Warranty: Standard One Year 24x7 NBD Pro Support		12				
19	Warranty: Extended to total of Five-year incl. one-year standard warranty 24x7 Next Business Day Pro Support		12				
20	5 years Accidental Damage Protection		12				
21	Laptop Carry Bag		12				
22	**Total**						

* MDI may decide to exclude any component/ s.no. listed above
# Quantity may increase / decrease

Total in Figures:_____

Total in Words:_____

_____

Part B: Quotation for Printer as per specifications in Section-D

S. No.	Description of Item * & Specifications (Model no if any)	Qty. #	Unit Price in Rs.	Total Unit Price Excl GST in Rs.	GST (%)	Total Unit Price Incl GST
1.	Printer HP LaserJet MFP M 329 DW	7				
2.	**Total**					

* MDI may decide to exclude any component/ s.no. listed above
# Quantity may increase / decrease

Total in Figures:_____

Total in Words:_____

_____

Part-C: Buyback item quotation

S. No.	Description of Item * & Specifications (Model no if any)	Qty. #	Unit Price in Rs.	Total Unit Price Excl GST in Rs.	GST (%)	Total Unit Price Incl GST
1.	Computer Peripheral	3				
2.	Laptop	2				
3.	Gate Access	2				
4.	Laptop	2				

5.	Label Printer	2				
6.	Computer Accessories	1				
	Total					

Note:

- The financial bid not in the above format would be summarily rejected.
- The Scope give in Section-D must be agreed. The bid with deviations would be rejected.
- Quotation Validity Period: - 120 days from the last date of Submission of quotation/tender.
- In case of discrepancy in the amount quoted, the amount mentioned in word or which results in lowest payable by MDI will be taken into consideration.
- Price quoted should be inclusive of freight, cartage, delivery, installation, testing and commissioning at MDI Gurgaon Campus. Nothing extra will be paid.
- MDI may place the order for the whole/ some of the items indicated above. Quantity of each item may vary (increase/ decrease) at the time of placing the order. Decision of competent authority of MDI in this regard shall be final and acceptable to the bidder.

Place: Sign of bidder:

Date: Name of bidder:

Firm's Name with stamp: