

Notice Inviting Tender



Management Development Institute Gurgaon

Ref. No.: MDI/CC/2026-27/Laptops/07

Date: 23.10.2026

Sub: Invitation of sealed quotations for procurement of new laptops for MDI Gurgaon Campus with buy back of old laptops.

Tender Schedule: -

Bid System	Two Bid System Financial Bid to be submitted in separate sealed envelope. Rest of the documents along with EMD to be submitted in separate sealed envelope as Technical Bid
Last Date of Bid Submission	12.11.2026 3:00 PM
Pre-Bid Meeting	Pre-bid Meeting (Online) Scheduled on 30.10.2026 3:00 PM Register for the Online Pre-Bid meeting by expressing intent to join online meeting by sending email to ittender@mdi.ac.in latest by Date 29.10.2026 3:00 PM. Online Meet link will be shared with all those who register for pre-bid meeting
Queries/ Addendum	Bidders may seek clarifications on the email is ittender@mdi.ac.in latest by 29.10.2026. For any corrections the addendum to the tender would be issues on or after 30.10.2026
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. 3,00,000/- (Rupees Three Lakh Only) through Demand Draft from any scheduled bank in favor of Management Development Institute payable at Gurugram, Haryana. Exemption from EMD given only to Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department [or Startups as recognized by Department for Promotion of Industry and Internal Trade (DPIIT) subject to submission of supporting documentary proof.

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 bidders, Scope of Work, eligibility criteria, system of award of contract, etc. form part of the bid document containing 19 pages in all.

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

General information and Terms of Tender

1. The bidders 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 bidders from the bid process.
2. All documentation is required to be in English. Corrections/overwriting, if unavoidable, should be signed separately. Tender papers must be signed on all the pages by the tenderer.
3. **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.**
4. Incomplete bids or receiving the bid after closing date and time are liable to be ignored and rejected.
5. The Institute will not be responsible for non-receipt of tender quotations within the specified date and time due to any reason including postal delay or holidays.
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. No quotations would be accepted by E-mail and only hard copies will be accepted.
8. 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.
9. **Sub-contract is not allowed.**
10. The bid should be submitted on company letter head and should be submitted duly signed by the authorized person.
11. Tender once submitted shall not be returned to the tenderer in future.
12. The Institute reserves the right not to disclose names and rates of successful tenderers.
13. The financial bid shall be valid for at least 90 Days. Institute will not entertain any request in respect of escalation of price due to any reason whatsoever.
14. For any other query relating to the tender, the bidders may write to- ittender@mdi.ac.in
15. **MDI may, at its discretion, extend the date for submission and/or opening of the bid.**
16. Bid received after the closing date/time will not be considered. The bid shall be submitted in a sealed envelope duly marked as "Bid for SITC of Laptops in MDI-Gurgaon".
17. **If work is awarded and items not delivered by the vendor within scheduled time as mentioned in this tender document, then EMD amount may be forfeited or liquidated damages may be enforced as mentioned in the tender clauses or both forfeiture of EMD and liquidated damages may be enforced which will be discretion of competent authority of MDI-Gurgaon.**
18. Only those vendors should quote who can satisfy the scope of work, specifications and other requirements of MDI as stated in Format-4.
19. **Buy Back of Old Laptop:**
 - a. Tenderers should note that the old laptop under buy back are being offered on AS-IS-WHERE-IS basis while quoting the buyback rates.
 - b. The bidders are advised to visit MDI Campus to inspect old desktop/laptop. Please contact Shri Pranav Kumar (Phone 0124-4560281) for inspection of old laptops/desktop. No compensation/claims at a later stage shall be entertained.
 - c. Quantity of buy-back may vary. The discretion to utilize buy back remain with MDI
 - d. Refer Format-4 for brief details of items under buy back.
20. The delivery of items, testing and installation should be completed within Six weeks from day of the purchase order.

21. Delivery, Installation, Commissioning:

The delivery of items, testing and installation in all respects must be completed alongwith delivery of warranty documents & Windows OS Licenses within Six weeks from the receipt of purchase order.

22. The bidder should preferably have an office in Delhi NCR manned with their own qualified support staff/Engineer with their Customer Care Number

23. Liquidated Damages: -

In the event of failure to comply with the stipulated time schedule for delivery and installation of items due to fault of vendor, MDI-Gurgaon will have the right to recover from the vendor towards Liquidated Damages for delay, to the extent of 0.5% of the cost of purchase order per week or part thereof subject to a maximum of 5% of the total order value.

24. Termination of contract-

If performance of the vendor is not satisfactory in timely delivery of items or quality of product delivered then same will be informed in writing by MDI as warning letter and if inspite of issue of warning letter the items are not delivered or quality of delivered product is not satisfactory as per expectation of MDI within a fortnight then second warning letter will be issued.

If after issue of second warning letter also performance doesn't satisfy MDI expectation, then Institute reserves the right to terminate the work order by giving one-month notice in writing without assigning any further reason whatsoever.

After the contract comes null and void 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.

After the contract comes to an end the vendor will withdraw their service/equipment from MDI-G premise within a month.

Decision of competent authority of MDI regarding determining the performance will be final.

25. Format of Price Schedule and related terms:

- a. **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.***
- b. The charges quoted shall be kept firm throughout the pendency of contract of this work and no price escalation shall be entertained.

26. Payment Terms:

- a. **80 percent of payment** of total Purchase Order value after successful supply of items and generation of the invoice for the same.
- b. **20 percent of payment** of total Purchase Order value after successful installation & testing of the system, handing over of warranty related papers of hardware and initiation of warranty period.
- c. **EMD would be released at the time of first payment.**

27. Bid Rejection Criteria:

- a. The bidder should submit tender specific MAF from OEM of Hardware (Laptop) without which bid shall be rejected.
- b. Bids without EMD would be rejected unless exempted with documentary proof submitted
- c. Bids without Profile and declaration on company's letterhead would be rejected.

- d. Bidder not having turnover of Rs. 05 Crore during each year in last three financial years. 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 for the last 3 consecutive Financial Years (FY 2023-24, 2024-25, 2025-26)
- e. Declaration On Non-Judicial Stamp Paper of Rs. 10/-.
- f. Not submitting copy of GST & PAN registration certificate.
- g. If financial bid is submitted along with technical bid and not submitted separately in sealed envelope.
- h. If warranty declaration in company letter head not submitted.
- i. The bidder should quote for all the items mentioned in the tender, failing which, their bid will be rejected.
- j. Not having minimum qualification criteria mentioned in clause-32.

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. This tender document is not an offer and is issued with no commitment. MDI reserves the right to withdraw this notice inviting tender and or vary any part thereof at any stage. MDI further reserves the right to disqualify any bidder, should it be so necessary at any stage. Institute reserves the right to reject any or all the tenders, wholly or partly without assigning any reason thereof and shall not be bound to accept the lowest tender. Institute reserves the right for distributing the work among several vendors.

30. Responses to Pre-Submission queries & issue of Addendum-

- a. 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.
- b. At any time prior to the last date for receipt of tender, MDI 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>.
- c. Any such addendum shall be deemed to be incorporated into this NIT.
- d. In order to provide prospective applicants reasonable time for taking the addendum into account, MDI may, at its discretion, extend the last date for the receipt of bids which shall again be notified online through MDI portal www.mdi.ac.in

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

32. System of award of contract:

Ref. No.: MDI/CC/2026-27/Laptops/07 dated 23.10.2026

The vendor who satisfies the qualification criteria and offering lowest rate (L1) for each line item. (As per Financial bid format provided in Format-5) would be selected. E.g. The purchase order may placed on different bidders for line item 1 (Laptop Type 1) and line item 2 (Laptop Type 2) based on L1 rate quoted for each item.

In exceptional situation, the committee may negotiate price with the qualified bidder quoting the lowest price before awarding the contract.

33. Qualification Criteria:

Following will be the minimum pre-qualification criteria. Each eligible bidder 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 for at least 05 years as on 31.03.2026.	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 2023-24, 2024-25, 2025-26)	Attach certificate from CA or any other relevant certificate.
4.	The Bidder should have an annual turnover of Rupees 5 Crore in each of the last 3 consecutive Financial Years (FY 2023-24, 2024-25, 2025-26).	CA certified document with name of CA registration number, signature and stamp or any other relevant certificate.
5.	Should have supplied laptops/desktops to least 3 nos. Clients in (i). Central Govt./State Govt./PSUs/ Govt. bodies/IITs & IIMs/Reputed Educational Institute in India within last 3 years.	Copy of Work Order/ Contract along with Completion Certificate.
6.	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 recent past if available.	1. 2. 3.
7.	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 Annexure-1 to be submitted
8.	Warranty and Support All products should be quoted with at least 3-year warranty from OEM and next day business support.	Declaration in this regard to be submitted in company letterhead.
9.	Agree to the Scope of work and Specifications of items given in Format-4. Deviations would be rejected. Items quoted	Attach Product sheets of all the items quoted.

	which are not as per specifications in Format-4 would be rejected	
10.	Tender Specific MAF the OEM (whose products) quoted by the vendor	Attach valid OEM Authorization Certificate for all products quoted

34. Instructions to Bidders-

- a. The bid is to be submitted in the manner prescribed below: -
 - Organization Details as per Format-1.
 - Experience of the organization as per Format-2.
 - Financial strength of the company as per Format-3.
 - Authorization Certificate from OEM.
 - The BID document signed & stamped in each page.
 - Agreement to the Scope and Specifications in Format-4
 - The filled up financial bid as provided in Format-5 duly signed and stamped.

The bidders 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 Bidder's risk and may result in rejection of the proposal.

35. Force Majeure:

Force Majeure is herein defined as any cause, which is beyond the control of the selected Bidder 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 Bidder 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.

36. Evaluation Procedure and Selection

- Bidders will be technically qualified based on Information/documents provided by the Bidder and the products quoted meeting the specifications given in the Tender
- MDI decision will be final for the evaluation of Technical Bids and is binding on all bidders.

37. Procedure for Evaluation of Responsive Technical Bids and awarding Technical Score:

- Bidders will be technically qualified based on Information/documents provided and Technical presentation done by the Bidder.
- Only those Technical Bids that are found compliant/suitable after technical evaluation done by MDI will be considered for opening of financial bids.
- Any deviations, would lead to rejection of the technical bid.

- The Financial Bids of only those technically qualified Bidders who fulfill the minimum eligibility criteria as indicated in tender clauses would be opened

38. Procedure for Selecting the bidder

The work shall be awarded to the L1 (lowest rate) bidder for each line item from among the technically qualified bids.

37. Other specific requirements from OEMs (To be submitted on OEM letterhead)

1. All replacements should be directly done by OEM. OEM should submit the advanced replacement methodology (h/w will be replaced in advance)
2. All products should be quoted with at least 3-year warranty and next day business support.
3. OEMs should have a warehouse in India for ease of replacement. Documentary proof would be required for replacement warehouse.
4. OEM should have a dedicated call-center number to log the calls and should submit escalation matrix on their letterhead.

The qualified bidder could be identified after considering both the bids Technical including product presentation.

Declaration: -

I/We do hereby confirm that I/We have the necessary authority and approval to submit this bid for procurement of laptop and desktop for MDI Gurgaon Campus as per the terms & conditions mentioned above and also, hereby, agree and accepts the terms & conditions mentioned in clause 1 to 37 under General Information.

Name of Authorized Signatory)
(Designation of Authorized Signatory)
(Name of Vendor)
Signature & Stamp.....

Date:

Place:

FORMAT – 1

S. No	Description	Remarks (Required in all row, any row left blank without response would lead to rejection of bid)
1.	Name of Organization (Profile to be submitted)	
2.	Year of establishment (Incorporation Certificate to be submitted)	
3.	Number of employees	
4.	Main areas of business	
5.	Type of Organization Firm/ Company/ registered under the Indian Companies Act, 2013 (Copy of registration document)	
6.	Whether MSME?	
7.	Udyam Registration No. (copy to be submitted)	
8.	PAN No (copy to be submitted)	
9.	GST No. (copy to be submitted)	
10.	Whether the firm has been blacklisted by any Central Govt. / State Govt./PSU/ Govt. Bodies / Autonomous bodies/ IITs & IIMs/Reputed Educational Institutes in India.	
11.	Average Turnover (Rs. In Lakhs) (CA Certificate to be submitted) 2023-24 2024-25 2025-26	
12.	List of 3 Clients of similar works (Work Order/ Completion Certificate to be submitted) Client 1 Client 2 Client 3	
13.	Address of registered office with telephone no. & E-mail	
14.	Address of offices - in Delhi NCR (if any)	
15.	Authorized Contact Person Name: Telephone no. E-mail ID	
16.	Whether Agreed to Scope of Work and Specifications in Format-2	
17.	Whether Tender document submitted signed and stamped on each page (Copy signed and stamped on each page as agreement of terms and conditions to be submitted)	
18.	Agreement to payment terms of the Tender • 80 percent of payment of total Purchase Order value after successful supply of items and generation of the	

	invoice for the same. • 20 percent of payment of total Purchase Order value after successful installation & testing of the system, handing over of warranty related papers of hardware and initiation of warranty period.	
19.	Make and Model of the Product Quoted (Attach Data sheet)	
20.	Whether Tender Specific MAF from OEM submitted.	
21.	Delivery period (please mention)	_____Weeks
22.	Installation period (please mention)	_____Weeks

Enclose: -

1. All documentary proofs for all the above points and place them in same serial order in the technical bid.

Name of Authorized Signatory)
 (Designation of Authorized Signatory)
 (Name of Vendor)
 Signature & Stamp.....
 Date:
 Place:

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

FORMAT – 2

Experience of supplying laptop and desktop within last 3 years

Add a row for Each Client

*Minimum three required

S .No.	Client Name (Higher Education Institute / University/ Govt. / PSU)	Size of the Project (No. laptops supplied)	Value of the Project	Client Contact No.	Client Email ID	Completion Certificate Attached
						Yes ☐ / No ☐
						Yes ☐ / No ☐
						Yes ☐ / No ☐
						Yes ☐ / No ☐

Encl: As above.

Name of Authorized Signatory)
(Designation of Authorized Signatory)
(Name of Vendor)
Signature & Stamp.....

Date:

Place:

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

FORMAT – 3

Financial Strength of the Organization				
S. No	Financial Year	Whether profitable (Yes/NO)	Annual profit Lakhs Rs.)	net (in of Overall annual turnover (in Lakhs of Rs.)
1	2023-24			
2	2024-25			
3	2025-26			
Note: Please enclose auditor's certificate or any other relevant document in support of your claim.				

Name of Authorized Signatory)
(Designation of Authorized Signatory)
(Name of Vendor)
Signature & Stamp.....
Date:
Place:

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

(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 90 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.

Name of Authorized Signatory)
(Designation of Authorized Signatory)
(Name of Vendor)
Signature & Stamp.....

Date:
Place:

Format-4

Technical Specifications for 15 + 1 Nos. of laptops with MS Windows 11 Prof. OS

***Attach technical data sheet of all the products quoted**

A. New Items to be Procured

S.No.	Detailed Specification* * Attach Product Sheet with Detailed Specifications	Product Make and Model quoted	Compliance	Deviations (If any). *Attach separate Sheets
1.	Laptop (A) – 15 Nos. (Dell/ HP/ Lenovo) Processors: Intel Core Ultra 7 (155H / 165U) /255H / 258V (Up to 16 Cores / 22 Threads, 24MB Cache, up to 4.8 GHz Turbo), Intel AI Boost Engine / NPU, Intel vPro Enterprise / vPro Essentials OR AMD Ryzen 7 PRO 8840U / 8845HS or Ryzen AI 7 PRO 360 (8–10 Cores, 16–20 Threads, 24MB Cache, up to 5.1 GHz Boost), AMD XDNA / Ryzen AI NPU, AMD PRO Technologies RAM 16 GB DDR5 5600 MT/s (SODIMM expandable upto 32 GB) Storage 1 TB M.2 NVMe PCIe Gen4 x4 Performance SSD (SED / OPAL 2.0 Self-Encrypting Drive support). Display 14.0-inch WUXGA / FHD+ (1920x1200 minimum resolution) Touchscreen, 16:10 aspect ratio, Anti-Glare / Non-Reflective, IPS panel, 250+ nits brightness, TUV Low Blue Light certified. Integrated Graphics Integrated Intel Arc Graphics (minimum 8 Xe-cores) / Intel Graphics. OR		Yes ☐ / No ☐	

	Integrated AMD Radeon 780M / 880M Graphics. External Display Output Multi-monitor support driving up to 3 external 4K displays simultaneously at 60Hz. Web Camera 1080p Full HD / 5MP IR Camera with physical privacy shutter, Temporal Noise Reduction (TNR), and Windows Hello facial recognition support. Microphones Dual-array studio-quality digital beamforming microphones with AI-assisted background noise cancellation. Speakers Stereo speakers tuned with spatial audio processing Network and Connectivity Wireless LAN Wi-Fi 6E (802.11ax) or Wi-Fi 7 (2x2 MIMO) integrated module. Bluetooth 5.3 or higher integrated. Ethernet (RJ-45): Integrated Gigabit LAN or bundled USB-C to RJ-45 Gigabit Ethernet Adapter. WWAN (Optional): Factory-ready / upgradable slot for 4G LTE / 5G sub-6 mobile broadband module (optional requirement). I/O Ports and Expansion Interface USB4/ Thunderbolt : 2 x Thunderbolt 4 (Intel) / 2 x USB4 40Gbps (AMD) with Power Delivery (PD 3.0) and DisplayPort 1.4/2.1 output. Minimum 2 x USB 3.2 Gen 1 / Gen 2 Type-A ports (with 1 x PowerShare / Always-On charging).			
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	Video Port: 1 x Full-size HDMI 2.1 port. Audio Port: 1 x 3.5mm Universal Audio Combo Jack (Headphone / Microphone). Security & Cards (Optional): 1 x Smartcard Reader, 1 x MicroSD card slot. Battery, Power Adapter & Thermal Design Battery Capacity: 3-Cell or 4-Cell Smart Lithium-Ion / Polymer battery (minimum 42 Whr up to 75 Whr) with Fast Charge support (0% to 80% charge in 60 minutes). Power Adapter: 65W or 100W USB Type-C AC Adapter (GaN-based preferred). Battery Health Tool: OEM-provided adaptive charging technology to prolong battery longevity. Keyboard, Touchpad Keyboard: Spill-resistant, full-size backlit keyboard with drain channels and comfortable key travel (min 1.3mm). Touchpad: Multi-touch gesture touchpad with physical or haptic clicking. Operating System & Software Suite Operating System: Windows 11 Pro 64-Bit (Factory pre-installed, OEM direct license with digital entitlement). OEM AI Optimizing Engine: Built-in AI performance tuner for automated workload resource allocation, battery optimization, network prioritization, and privacy auto-blur/auto-lock based on presence detection. Environmental & Regulatory Compliance Energy Star 8.0 certified. EPEAT Gold registered. RoHS / TCO 9.0 compliant.			
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	Recyclable / Low-carbon packaging (minimum 80% recycled paper/cardboard). Enclosure: High-impact engineering-grade polymer / PC-ABS composite chassis with anti-fingerprint finish or light metal alloy (Aluminum/Magnesium) chassis. Preferred colour: Black/ Grey/ Silver Service, Warranty & Support Level Base Warranty: 3 Years Onsite ProSupport / Next Business Day Onsite Warranty.			
2.	Laptop (B) – 01 Nos. Model / SKU Code Dell XPS 13 (DA132060 / CDA13260CTo03MINO) Processor Intel® Core™ Ultra 7 Processor 155H / 255H (16 Cores / 22 Threads, 24MB Cache, up to 4.8 GHz) with Integrated Intel® AI Boost NPU Operating System & Office Preloaded Windows 11 Pro 64-Bit + System Memory (RAM) 32 GB LPDDR5x 7467 MT/s Dual-Channel (Onboard) Primary Storage 1 TB M.2 PCIe NVMe Gen4 x4 Performance SSD Graphics Integrated Intel® Arc™ Graphics Display Panel 13.4-inch 2.8K (2880x1800) OLED InfinityEdge Touch Display, 400 nits, 100% DCI-P3, 120Hz VRR, Dolby Vision, TÜV Eyesafe® Low Blue Light		Yes ☐ / No ☐	

	Enclosure & Color Precision CNC Machined Aluminum Enclosure with Glass Palm Rest – Graphite Color (~1.19 kg weight) Input Peripherals Capacitive Touch Function Row, Zero-Lattice Backlit Keyboard, Seamless Glass Haptic Touchpad, Fingerprint Reader Connectivity & Ports Wi-Fi 7 (2x2) + Bluetooth® 5.4, 2 x Thunderbolt™ 4 (Type-C with PD & DisplayPort 2.1), Bundled Type-C to USB-A & HDMI Adapters Warranty & Support : 3 Years 24x7 ProSupport Onsite			
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B. Old items offered under Buyback as is where is basis

S. No.	Device	Description	Year of Purchase	Qty.	Company Response
1.	Laptop	Dell Latitude 3480	2018	01	Yes ☐ / No ☐
2.	Laptop	Dell Latitude 3410	2021	08	Yes ☐ / No ☐

Note:

1. Buy back is mandatory
2. Items are being offered on AS-IS-WHERE-IS basis. The vendors submitting quote are requested to visit MDI Campus to inspect laptop. Please contact Shri Pranav Kumar (Phone 0124-4560281) for inspection of old laptops/desktop. No compensation/claims at a later stage shall be entertained.
3. The first preference for buyback would be offered to MDI Faculty & Staff. If any device remains after buy-back by faculty & staff, the same would have to be taken by the vendor.

Format-5

Financial Bid

A. Quote for supply and installation of new laptops and new desktops for MDI Gurgaon Campus

S. No.	Description of Item & Specification (Model no if any)	Qty#. in Units	Make/ Model	Unit Price in Rs.	GST (%)	Total Price excluding GST in Rs.	Total Price including GST in Rs.
1.	Laptops (A) as per specification in Format-4 Preloaded Windows 11 Pro 64 Warranty: 3 years 24x7 Pro Support	15					
2.	Laptops (B) as per specification in Format-4 Preloaded Windows 11 Pro 64 Warranty: 3 years 24x7 Pro Support	01					
3.	Total						
4.	GST						
	Grand Total						

B. Quote for Buyback#

S. No.	Device	Description	Qty.	Unit Price in Rs.	GST	Total Price Excl. GST	Total Price Incl. GST
1.	Laptop	Dell Latitude 3480	01				
2.	Laptop	Dell Latitude 3410	08				

Total Amount in Figures: Rs. _____

Total Amount in Words: Rupees _____

Delivery period in Weeks for Supply and Installation: _____

Note:

#Quantity of new purchase as well as buy back may increase/decrease. MDI may buy

- The Scope and specifications given in Format-4 must be agreed. The bid with deviations would be rejected.
- Quotation Validity Period: 90 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.
- 3-year warranty from OEM with next day business support.
- Price quoted should be inclusive of freight, cartage, delivery 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.
- **Not delivering items within the period indicated above would attract penalty**

Name of Authorized Signatory)
(Designation of Authorized Signatory)
(Name of Vendor)
Signature & Stamp.....

Date:
Place: