



# ICAI REGISTERED VALUERS ORGANISATION

## आई.सी.ए.आई. पंजीकृत मूल्यवान संगठन

CIN No-U80301DL2018NPL329932

### Notice Inviting Sealed Quotes for ICAI RVO Laptop

ICAI RVO invites sealed quotes/bids from reputed and experienced Service providers who are in Supply and Installation of laptop.

#### SECTION-I: RELEVANT INFORMATION AT A GLANCE

S. No.	Particulars	Remarks
1	Project	Supply and Installation of laptop
2	Last date, time, and address for submission of Sealed Quotes	Bid should be addressed to:  Managing Director, ICAI Registered Valuers Organisation and sent/delivered at the address given below either by registered post/speed post/courier or be dropped in the tender box, placed at <b>ICAI Registered Valuers Organisation, A-29, ICAI Bhawan, Administrative Block, 7<sup>th</sup> Floor, Sector 62, Noida - 201309, Uttar Pradesh on or before 11-08-2023, up to 3 p.m.</b> (The bid sent to any other address than above and beyond aforesaid time will not be considered)
3	Delivery	Within 15 Calendar days from the date of Issue of PO
4	Tender Query	Prospective bidders desirous of participating in tender process may submit their written queries <a href="mailto:icairvo@icai.in">icairvo@icai.in</a> latest by 10-08-2023, up to 3 p.m. Response (if any), would be published on ICAI RVO Website.
5	Contract Terms	The Annual Service Contract will be valid for 6 months from date of awarding PO/LOI. Same may be extended on Yearly basis based on mutual understanding from both the Parties. ICAI RVO may ask Service Provider to visit ICAI RVO location to perform feasibility study for appropriate Bill of material required as per ICAI RVO Requirement.
6	Payment Terms	100 % Payment on Delivery and Installation and Submission of Invoice. Invoice shall be submitted to Accounts team of ICAI RVO, <a href="mailto:icairvo.accounts@icai.in">icairvo.accounts@icai.in</a> , <a href="mailto:icairvo@icai.in">icairvo@icai.in</a> Mobile- 9289553699 A-29, ICAI Bhawan, Administrative Block, 7 <sup>th</sup> Floor, Sector 62, Noida - 201309 GST No. 07AAECI7759K1ZZ
7	Terms	The bidder should have a valid GST registration number and meet all legal requirements. A bidder shall not be allowed to submit more than one bid. The bidder will NOT sub-let the work or its coordination to any other party/sister-concern without prior written consent from ICAI RVO.
8	Certificate	OEM partnership certificate required



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## Scope of Work

ICAI RVO is Inviting Sealed Quotations for Supply and Installation of 5 laptops.  
Technical Specifications as given here under:

Processor	Intel Core i3 (11th Gen or Higher OEM MEF)
Tentative Qty.	5
Chipset	Integrated in Processor
Wireless	WLAN 2x2AC+BT
Memory	1 x 8 GB DDR4 RAM, 2 DIMM Slot on the chipset and max memory expandability 16GB or higher
Hard Disk	512 GB SSD
Graphics	Integrated Graphics / Intel Graphics
Display	14" HD screen (Equivalent or Higher) & HD web cam
Webcam	720p HD webcam or Higher
Keyboard	Spill Resistant Key
Ethernet Interface	Integrated Ethernet 10/100/1000 Ethernet Controller
Ports	1x or more USB Type C™ (USB+DP+PD) 3x USB 3.2 Gen 1 or higher 1 HDMI 1.4, 1 RJ 45
Speaker / Microphones	Integrated stereo speakers; HD audio, integrated microphone/ Audio jack
Battery	40 to 60 Whr (3-cell) or Equivalent Long-Life battery Minimum 8 Hrs Backup
Weight	Up to 1.5 Kg
Operating System	Microsoft Windows 11 Professional factory
Warranty	3 x 3 x 3
Mandatory Certification	UL, FCC Compliance, EPEAT, Energy Star
Chassis body	Plastic body
Bag	Backpack



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### Annexure III – FINANCIAL BID

SCHEDULE OF RATES  
(On the Letterhead of the Bidder)

The Bidder is required to submit his/its bid in the following format. The rates quoted shall be inclusive of all taxes and other levies.

Rates by Bidder: –

Sr. No.	Item	Unit Rate (in INR)	GST/ Taxes/ Any other Levies Pe Unit	Unit Price (All inclusive) with Three years warranty (in INR)	Indicative Quantity	Total Price (All inclusive) In INR
A.	i3 Laptop Refer Scope of Work for Details				5	
	Total				5	

**Note:**

- ICAI RVO will not be responsible for any other payment (e.g., Delivery/transportation, Taxes, insurance etc.) apart from the aforesaid commercials.
- ICAI RVO will place the order in the deferred quantity within six months.
- ICAI RVO can place more orders beyond the mentioned quantities within 6 months from purchase order issue date, the quoted rates to be delivered at any of the premises of ICAI RVO located within India.
- No TA/DA and no local conveyance or any travel cost will be reimbursed by ICAI RVO.
- The bidder shall be a registered supplier/partner of OEM.

Name:

Date:

Sign:

Address with Phone No and E-Mail ID:

Stamp: