



Ref.No.NB/AHM/ 10855 /DIT-16(22)/2007-08

14 December 2007

Dear Sir

**Supply and Installation of Desktop PCs / Laptops / Printers/Multifunctional devices**

(i) Sealed quotations are invited for purchase of Desktop PCs / Laptops / Printers/Multifunctional devices with the configuration and technical details mentioned in Annexure I(A), I(B) and I(C), I(D) respectively. The configuration submitted with quotation must be as per format given in Annexure for respective item.

(ii) The other terms and conditions of this inquiry are given in Annexure-II.

(iii) The supply order includes all taxes,VAT, transportation charges, other levies and the octroi charges on actual basis on production of receipt.

(iv) The details of quantity and delivery location are as under:

<b>Sr. No.</b>	<b>Item</b>	<b>Quantity</b>	<b>Location of delivery</b>
1	Desktop PC	1	NABARDVIHAR, Navrangpura , Ahmedabad
2	Standalone laserjet printer	1	-----do-----
3	Laptops	5	NABARD TOWER, Usmanpura, Ahmedabad
4	Multifunctional Devices (A4 Type)	8	As per addresses given in Annexure VI

(v) The **separate quotation** each for Desktop PCs, Laptops, Laser printer, multifunctional devices should be sent in a sealed envelope with superscription "**Quotations for supply Desktop PCs / Laptops / Printers/Multifunctional devices**" to the following address :

**Shri B.S.Shekhawat**  
Chief General Manager  
NABARD, NABARD Tower  
Opp. Municipal Garden, Usmanpura,  
**Ahmedabad - 380013**

(vi) The quotations should be dropped in Tender box on II floor not later than **1700 hours on 2 January 2008.**

(vii) Neither this inquiry nor your offer of supply confer any right on you and the Bank reserves the right to reject one or all the quotations without assigning any reason.

**(viii) The validity of the offers will be for a period of 90 days from the date of opening of quotations.**



(ix) A letter of acceptance of the terms and conditions as indicated in Annexure-II may also be submitted along with the quotation.

***(x) National Bank for Agriculture and Rural Development (NABARD) reserves the right to reject quotations which are incomplete or unclear and do not conform to the specifications of PC / Laptop / laser Printer/ Multifunctional devices as mentioned in the respective Annexures.***

Yours faithfully

**(S.K.Dora)**

Asstt. General Manager

**Encl.:** Annexure I(A): Configuration of Desktop PCs  
Annexure I(B) : Configuration of Laptops  
Annexure I(C) : Configuration of Laser Printer  
Annexure I(D): Configuration of Multifunctional devices  
Annexure II : Terms and conditions of Contract  
Annexure III : Machine Installation Report  
Annexure IV : Letter of Indemnity  
Annexure V : Performance Bank Guarantee  
Annexure VI : List of address for installation of Multifunctional devices

**Annexure I(A)**

**Configuration of Desktop PC**

<b>SN</b>	<b>Component</b>	<b>Minimum Specifications</b>	<b>(Yes/No)*</b>
1	CPU	Intel Core (TM) 2 Duo Processor E- 4400 or above	
2	Memory	1 GB DDR2 SD RAM	
3	Mother Board	Intel 965 Q chipset	
4	Monitor	15" TFT LCD Colour Monitor 1024 x 768 DPI resolution 16 Million Col. sharing VRAM	
5	Display Controller	Integrated	
6	HDD	80 GB IDE SATA, 7200 RPM or higher	
7	Floppy Disk	optional	
8	CDROM	COMBO (CD-RW/DVD ROM ) Drive	
9	Audio	Integrated Full Duplex interface	
10	Ports	Atleast 6 USB (atleast 2 in front) 1 serial, 2 PS/2, 1 parallel	
11	Key Board	Desktop Tactile keyboard	
12	Mouse	Optical scroll mouse with pad	
13	Ethernet	10/100/1000 MBPS UTC NIC with wake on LAN	
14	Operating System	MS Windows XP Professional, OEM with quick recovery system with service pack 2 or higher	
15	Certification	Microsoft certified for running windows XP professional/windows Vista Business.	
15	Power Management	Screen Blanking, Hard Disk and System Idle Mode in Power On Power supply surge protected.	
16	DMI	DMI 2.0 compliant	
17	Compliance	Compliant to ROHS, Windows Vista Ready, Novel Red Hat ready, Microsoft certified Energy star complaint.	
18	Software	Lotus SmartSuite Millennium (OEM version 9.8)	
19	Warranty	Three-years Comprehensive warranty (including software support)	

\* To be filled by vendor

Technical details / pamphlets of the model quoted may be submitted alongwith quotation.

Technical configuration must be submitted in the above format with all the details (19 points) above.

**Annexure I(B)**  
**Configuration of Laptop**

S.N	Component	Minimum Specifications	Yes / No *
1	Processor	Intel (R) Core (TM) 2 Duo Processor T5300 1.73 Ghz, Level 2 cache 2MB, 533 FSB	
2	Memory	1 GB RAM 667 MHz Dual Channel DDR2 SDRAM	
3	Display	15" WXGA	
4	Graphics Controller	Intel Integrated Graphics Accelerator	
5	Hard Disk Drive	80 GB SATA HDD	
6	DVD/CD ROM Drive	DVD WRITER	
7	Key Board	Integrated	
8	Mouse	Integrated Touch pad	
9	Modem/NIC	V 90 and V 92 compatible modem	
10	LAN Card	Integrated 10/100 mbps	
11	Ports	Bluetooth, wireless, VGA port, 2 or more USB 2.0 ports	
12	Operating System	MS Windows XP Professional, OEM with quick recovery system with service pack 2 or higher	
13	Other Software	Hardware Diagnostic Utility for faster fault diagnostic, Local data recovery software	
14	Multi Media	Integrated Audio System	
15	Power supply & Battery	Lithium Ion Battery backup for atleast 4 Hrs duration and External AC adaptor	
16	Carrying Case	Executive carry bag	
17	Weight	Less than 3.0 kg	
18	Additional Units	Security cable lock (optional)	
19	Certifications	Microsoft certified for running Windows XP Professional / Windows Vista Business. The Systems should be from OEM having ISO 9000 or similar certification	
20	Slots	Express card slot (optional)	
21	Others (optional)	Jacks for microphone/mike/speaker/headphone connectivity Scratch-resistant, spill-resistant keyboard	
22	Software	Lotus Smartsuite Millennium (OEM version 9.8)	
23	Warranty	3 year comprehensive onsite	

\* To be filled by vendor

Technical configuration must be submitted in the above format with all the specifications (23 points) above.

Technical details / pamphlets of the model quoted may be submitted alongwith quotation.



**Annexure I(C)**

**Specifications of A4 Type Standalone Laserjet Printer**

Sr.No.	Feature	Minimum Specification	Yes / No*
1	Resolution	1200x1200 dots per inch (dpi)	
2	Print Speed	19 pages per minute	
3	Memory	8 MB	
4	<b>Duty Cycle</b>	<b>8000 pages per month</b>	
5	Input Tray	250 sheets with Priority Input of minimum 10 sheets	
6	Connectivity	USB/ parallel	
7	Warranty	1 year comprehensive onsite	

\* To be filled by vendor

Technical details / pamphlets of the model quoted may be submitted alongwith quotation.

Technical configuration must be submitted in the above format with all the specifications(7 points) above.



**Annexure I(D)**

**Specification for Multifunctional devices**

<b>Sr No.</b>	<b>Feature</b>	<b>Minimum Specification</b>	<b>(Yes/ No)*</b>
1	Resolution	1200x1200 dots per inch (dpi)	
2	Print Speed	15 pages per minute	
3	Printer Memory	4 MB	
4	Duty Cycle	5000 pages per month	
5	Duplex Print Facility	Automatic two sided printing	
6	Input Tray	250 sheets	
7	Connectivity	USB / parallel	
8	Copier Zoom Rate	25 - 150%	
9	Multi Copy	1-99 pages	
10	Scan Type	Flatbed	
11	Modem Speed	33.6 kbps and above	
12	Fax battery backup	48 hrs. or more	
13	RJ ports	2	
14	Warranty	Minimum 1 year comprehensive onsite	

\* To be filled by vendor

Technical details / pamphlets of the model quoted may be submitted alongwith quotation.

Technical configuration must be submitted in the above format with all the specifications(14 points) above.



## Annexure II

### ***Terms and Conditions of the Contract***

1. The Desktop PCs /laptops/ Multifunctional devices/Printers to be supplied will be as per the specifications given in Annexure-I(A), I(B) and I(C), I(D) **respectively**.

2. The rates quoted shall be inclusive of Excise duty, Sales tax, Transportation cost, other levies, VAT, etc. ***The Octroi charges may be paid as per actuals on production of receipt.***

**3. The delivery and installation will have to be completed within 2 weeks from the date of receipt of the final order and a machine installation report as per proforma (Annexure III) may be submitted.**

**4. Warranty :** The equipment will carry a minimum on-site comprehensive warranty as per Annexure I(A) to I(D) against all manufacturing defect(s) and the offerer will give an undertaking to the effect that after-sale service facilities are available against any manufacturing defect(s) during the currency of warranty period and defective items will be replaced free of cost during the period. Quarterly preventive maintenance shall be done during the warranty period. Further, the suppliers / vendors will be asked to provide delivery and installation of PCs / Laptops / Printers without any extra cost at Ahmedabad and also to provide comprehensive ON-SITE after-sales maintenance services at their cost during the warranty period.

***As the laptops will be used at our office AHMEDABAD/ at various districts of Gujarat, the suppliers / vendors are responsible to provide comprehensive ON-SITE after-sales maintenance services for laptops at various districts at their cost during the warranty period.***

**5. Inspection and Testing :** The equipment will be made available to the Bank's representative for inspection and the supplier will render all necessary assistance for the same. The supplier will also make all necessary arrangement for testing the material.

6. The offer will remain valid for a minimum period of **90 days** from the date of opening the quotations.

**7. The National Bank does not bind itself to accept the lowest or any other tender and reserves to itself the right to accept or reject any or all the tenders/quotations either in whole or in part without assigning any reason.**

8. The supplier will have to make good the damages, if any, caused to the bank's properties while attending to the captioned work, at no extra cost to the Bank.

#### **9. Payment terms:**

**a. For PCs & Laptops :** 90 % payment on successful installation and its satisfactory performance for a period of 15 days and 10 % on submission of Performance Bank Guarantee as per proforma enclosed in Annexure V and Indemnity Bond as per proforma enclosed in Annexure IV for the sale of Software supplied along with the PCs / Laptops.

**b. For Printers/Multifunctional Devices :** 100 % payment on successful installation.

#### **11. Other Conditions for Desktop PCs :**

a. The system should be from OEM having ISO 9000 or similar certification.

b. Full details of the bundled manageability software should be furnished.

c. The company should be certified by Microsoft to preload Windows OS on their machines and should produce a certificate for the same.

d. The model should have certification from Energy Star for Low Energy consumption.

e. The model quoted should have certification from NSTL and DMI (Desktop Management Interface).

f. The quoted model should be certified by Microsoft, Novell and should be Red Hat Ready.

g. The system should have UL and FCC certification.

h. Hard Disk Partition to be made : c: 20 GB / D: 50 GB / E: 10 GB



**12. Other Conditions for Laptops :**

i. The vendors / suppliers / dealers should submit the list of after-sales service centres in the state of Gujarat for the quoted brand.

**Certificate of Acceptance of Terms & Conditions :**

The above Terms & Conditions have been read and understood fully and we agree to abide by the same.

Date:

Signature of the authorized  
representative of the Firm with  
address

Place:

Seal



**Annexure III**

**Machine Installation Report**

**Location :**

**Details of Hardware :**

Machine Serial Number	
Monitor Serial Number	
Keyboard Serial Number	
Mouse Serial Number	

Date of Installation	
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1	CPU CO-PROCESSOR CACHE MEMORY (KB)	
2	MEMORY (MB) MEMORY TYPE	
3	HDD (CAPACITY) HDD TYPE HDD MAKE	
4	FDD (CAPACITY) FDD MAKE	
5	DISPLAYs	
6	DVD SPEED AND MAKE	
7	KEYBOARD	
8	SERIAL, PARALLEL, USB PORTS	
9	MOUSE	
10	OTHER HARDWARE	

**Details of Software Received with (To be filled in by NABARD Representative)**

Sr. No	Software	Version Number	License Number	No. of CDs / Floppies	Pre-Loaded on PC (Y/N)	Remarks

<b>Vendor's Engineer/ Representative</b>		<b>NABARD Representative</b>	
Name		Name	
Signature		Signature	
Date		Date	



**Annexure IV**

**LETTER OF INDEMNITY**

The Chief General Manager  
National Bank for Agriculture and Rural Development  
NABARD TOWER, Opp. Municipal Garden  
Usmanpura  
Ahmedabad 380 013

Dear Sir,

**Sale of Systems Software, Compilers and  
Utilities to be used on Desktop PCs / Laptops**

WHEREAS the National Bank for Agriculture and Rural Development, a corporation established under the National Bank for Agriculture and Rural Development Act, 1981 (hereinafter referred to as 'the Bank') has expressed desire to purchase systems software, compilers and utilities to be used on \_\_\_\_\_ for the various functions as per the Schedule hereunder written and which are hereinafter for the sake of brevity referred to as 'the said systems package', subject to our furnishing declarations and indemnity as contained hereafter.

NOW THEREFORE THIS LETTER OR INDEMNITY WITNESSETH THAT :

We, hereby declare and certify that we are the rightful owners/licensees of the said systems package offered for sale to the Bank and that the sale of the said systems package to the National Bank by us and the use thereof by the National Bank does not infringe the property or other intellectual property or copy rights of any other person and that the same does not infringe the Copy of Rights Act, 1957 or any other Act for the time being in force.

We the said \_\_\_\_\_ hereby agree to indemnify and keep indemnified and harmless the Bank, its Officers, servants, agents and other authorized persons against any action that may be brought against them for infringement of the right of property or other intellectual property or copy rights in respect of the said systems package supplied by us to the Bank and will defend the same at our cost and consequences, and will pay or reimburse the Bank, its officers, servants, agents and other authorized persons from all costs and other expenses that they may be put to or incur in that connection.

**SCHEDULE**

- 1.
- 2.
- 3.

Yours faithfully

(Name and Designation)  
Authorized Official



**Annexure -V**

**Performance of Bank Guarantee**  
**Pro forma**

National Bank for Agriculture and Rural Development  
Regional Office  
Ahmedabad

This deed of guarantee made on this \_\_\_\_\_ day of \_\_\_\_\_ by (Name of Bank giving guarantee) having its registered office at \_\_\_\_\_ and amongst all places a branch at (address of the bank branch giving guarantee)/ and wherever the context so requires includes its successors and assigns (hereinafter called the "Surety") for the favour of National Bank for Agriculture and Rural Development, Regional Office, NABARD Tower, Opp. Municipal Garden, Usmanpura, Ahmedabad 380 013 and wherever the context so requires includes its successors and assigns (hereinafter called the "Purchaser").

1. The Purchaser has placed an order No \_\_\_\_\_ (hereinafter called the "Said Order") with (Name of vendor) a Company having its registered office at (Address) and wherever the context so requires includes its successors and assigns (hereinafter called or referred to as "The Supplier").

2. Under the terms of the order, the supplier is required to furnish the purchaser at his own cost a Bank guarantee for an amount of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) for fulfilling the conditions of technical delivery in the purchase order towards guarantee against all manufacturing defects for a period upto \_\_\_\_\_ in lieu of retention of an amount of 10 % of the value of the order towards satisfactory fulfillment of the order and for defects if any, noticed during the warranty period of one year from date of satisfactory installation.

3. The Surety at the request of the Supplier who are constituents of surety agreed to issue a Bank guarantee in terms of the said order on behalf of the supplier and the purchaser has agreed that the supplier shall repair or replace free of cost, equipment, machinery, its parts and components found defective on account of bad workmanship or defective materials or inferior manufacture as mentioned in the warranty and guarantee clause of the said order.

4. The Surety binds himself to pay to the purchaser to the extent of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) in case of failure on the part of the supplier to perform this guarantee provided the purchaser informs the surety in writing to this effect. The surety binds himself to pay the amount immediately pursuant to the said demand notice notwithstanding any dispute that may exist or arise between the purchaser and the supplier or any other person.

5. Notwithstanding anything contained herein above, the liability of the surety in respect of this guarantee is restricted to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_); in case of failure on the part of the supplier to perform this guarantee provided, the purchaser informs the surety in writing to this effect.

6. This guarantee shall remain in force upto \_\_\_\_\_.



7.The guarantee shall not be discharged or released from the guarantee by any arrangement between the purchaser and the supplier with or without consent of the Surety or by any alteration in the Obligations of the Parties or by any indulgence, forbearance whether as to payment, time, performance or otherwise.

8.This guarantee shall not be affected by any change in the constitution of the supplier by absorption with any other body or corporation or any other and this guarantee will be available to or enforceable by such body or corporation.

9.Unless a claim under this guarantee is made by the purchaser against the bank on or before \_\_\_\_\_ **(6 months after end of warranty period)** all the rights of the purchaser under this guarantee shall be forfeited and the bank shall be relieved and discharged from all liability under this guarantee.

10.And this bank guarantee after \_\_\_\_\_ shall cease to exist if there is no claim on or before \_\_\_\_\_ **(6 months after end of warranty period)**.

Notwithstanding anything contained herein above, the liability under this guarantee is restricted to an amount not exceeding Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) and the guarantee shall remain in full force and effect until \_\_\_\_\_. Unless action to enforce the claim is filed on or before \_\_\_\_\_ **(6 months after end of warranty period)** all rights under the said guarantee shall be forfeited and Bank shall be relieved and discharged from all liabilities thereunder.

DATED AT

THIS DAY OF



**Annexure VI**

<i>Sr. No</i>	<i>District / UT</i>	<i>Name &amp; Designation</i>	<i>Land-line</i>	<i>Mobile</i>	<i>Address</i>
1	Navsari	Shri Kanchan ROY Asstt.Gen.Manager (DD)	95 2637 - 249060	94265 18361	NABARD, 2A "Gauri Preet" Panchavati Society, Gandevi Road, Jamalpore, Navsari - <u>396 445</u>
2	Surat	Shri S P Sathaye Asstt.Gen.Manager (DD)Shri B B Kadam□	95 261 - 2744143	94265 18365	NABARD, 74, Yogeshwar Park Adajan- Hazira Road Near Pal Jakat Naka Surat - <u>395 009</u>
3	Patan		---	9427418178 / 9898475504	23 Parth Bunglows Tirupati Nagar Patan Chanasma Rd Patan - <u>384265</u>
4	Anand	Shri Sanjeev Rohila	952692- 255131	9427109121	14 Bansidhar Society, Vyamshala Rd. Anand - <u>388015</u>
5	Dahod □	Shri H J Pandya, Manager (DD)	95 2673 - 244394	94265 18355	NABARD Siddharth, 59 , Ahirwad Society 1st flooe, Govindnagar, <u>Dahod- 389 151</u>
6	Jamnagar and Porbander □	Shri A.P . Bhalerao, Manager (DD)	95 288 - 2660259	94265 18356	NABARD, Flat No.2 Ground Floor, Rasik Apt, Mahavir Society , C Sector Near Sivam Pan House <u>Jamnagar – 361 001</u>
7	Panchmahals	Shri J.K. Kale Asstt.Gen.Manager (DD)	95 2672 - 251395	94265 18362	NABARD,49, Shradhey Society, Opp. Science College, Jaffrabad Road, <u>Godhra 389 001</u>
8	Vadodara	Shri M.G. Patil Asstt. General Manager (DD)	95 265 - 2489919	94265 18367	NABARD, 7, Jyoti Park Society, Kareli Bag, Baroda - 390 018