

**Notice Inviting Quotation (NIQ)
(Limited Tender Enquiry)
FOR
“Procurement of Office Laptop at NFAI”**



**राष्ट्रीय फिल्म संग्रहालय
NATIONAL FILM ARCHIVE OF INDIA
सूचना एवं प्रसारण मंत्रालय
MINISTRY OF INFORMATION AND BROADCASTING
भारत सरकार/GOVT OF INDIA
विधि महाविद्यालय /पुणे – 411004/LAW COLLEGE ROAD, PUNE 411004**

Ref. No. 28/47/2020- GEM

28th Dec 2019

1. Quotations / Bids are invited under Least Cost Method I.e. Least Financial Bid from interested parties for supply of Office Laptop of reputed manufactures for use in National Film Archive of India.
2. The Complete NIQ document containing the technical specifications, general terms and conditions, pre-qualification requirements etc. are attached with this document.
3. Schedule of the NIQ is as follows:

#	Information	Details
1	NIQ Release Date	28 December 2020
2	Last date for submission of bids	8 January 2021 Upto 3 pm
3	Opening of Proposal	8 January 2021 Upto 4 pm
4	Correspondence details	Shri. D.K. Sharma Administrative Officer National Film Archive of India Law College Road Pune – 411 004 Ph. No. – 020-25659379 E-mail: nfaiacctts79@gmail.com

Interested Agency/ Service Providers / reputed firms providing such services may submit their bids.

Scope of Work

National Film Archive of India is one of the media units of Ministry of Information & Broadcasting, Govt. of India invites open bids for the supply of the following Laptops for office work with the following Minimum Specifications or better:

#	Minimum Specifications	Compliance (Y/ N)	QTY	Rate (Rs.) per item
1	M1 chip with 8-core CPU, 8-core GPU and 16-core Neural Engine		2	
2	8GB unified memory			
3	512GB SSD storage			
4	13-inch Retina display with True Tone			
5	Magic Keyboard			
6	Touch Bar and Touch ID			
7	Force Touch trackpad			
8	Two Thunderbolt / USB 4 ports			
9	USB-C Digital AV Multiport Adapter – Connections supporting HDMI, USB, USB-C			
10	GST			
11	Grand Total			
12	Grand Total (in figure) (excluding GST)			
13	Grand Total (in words) (including GST)			

Quotations should reach **Administrative Officer, National Film Archive of India, Law College Road, Pune - 4** on or before **08.01.2021** latest by **3.00 p.m.** in a sealed cover duly superscribed '**Quotation for supply of Office Laptop**'.

The quotations are to be submitted on the Firm's letter head. While quoting, the following information should be furnished -

1. Validity period for quotation, if any, may please also be specified.
2. Laptops must be delivered within 15 days from the date of purchase order.

Terms and Conditions:

- 1) NFAI's decision shall be final in this case.
- 2) It shall be mandatory for the respective Bidders to fill all the sections in the format asked in the NIQ. Failing to do so, the bids of the Bidder shall be liable for rejection.
- 3) Least Cost Method will be used for determining lowest quote.
- 4) The lowest quote (L1) mentioning (excluding GST) shall be used to arrive at the successful bidder.
- 5) In case of discrepancy Grand Total (in words) (excluding GST) shall be considered as final.
- 6) Rates quoted by the bidders shall be valid for a period of 1 year.
- 7) The bids are non-transferable.
- 8) NAFI has full powers to cancel the bid without assigning any reason, whatsoever.