



Tea Board India
14, B.T.M. Sarani
Kolkata-700 001

Tender Ref. No: SVR/IT PURCHASE/2013

Dated: 26/02/2014

NOTICE INVITING TENDER

Sub: Quotation for supply and installation of Laptop in Tea Board Head Office

Tea Board intends to purchase two Laptops of reputed brand along with 3 years Warranty and a Carrier Bag. The Specification of the Laptop is as under:

Specification for Laptop:

Sl. No.		
1.	Processor	Intel Core i5 4 th Generation
2.	Processor Speed	Minimum 2.5 GHz
3.	Memory (RAM)	Minimum 8 GB DDR3
4.	Dedicated Graphics Memory	2 GB
5.	Hard Drive	Minimum 1 TB
6.	Operating System	Windows 8.1
7.	Other Features	Touch Screen, Ethernet: 10/100/1000 Gigabit LAN; Wireless LAN: IEEE 802.11 b/g/n; Bluetooth v4.0; Built-in-Webcam, Video Card, Built-in-Mic etc., Battery, AC Adapter, Carrier Bag, User Guide and Manuals.
8.	Warranty	Three (03) years on-site

Three (03) Years warranty on the Laptop and Carrier Bag are essentially required.

Sealed Bids duly filled in with all details in Annexure 'A' is invited only from authorized suppliers for supply of above item.

1. The firm/company must be registered as a firm or as a company with the Registrar of Companies.
2. The Firm should be an **authorized supplier** of the intended goods. A Certificate in this regard shall accompany the Bid.
3. The Firm/Company should produce the **self attested** photocopies of documents related to Registration Number, PAN Number, VAT Number etc.
4. The ordered quantity of Laptop can increase or decrease as per the requirement of Tea Board.
5. The goods shall be supplied within Seven (07) days of issue of Purchase Order.

6. No advance payment would be made.
7. The interested firm shall submit the Bid in sealed envelope super scribed "**Quotation for supply of Laptop in Tea Board**" addressed to The Secretary, Tea Board and may be deposited in the 'Tender Box' at 8th Floor of Tea Board's head office at 14, B.T.M. Sarani (Brabourne Road), Kolkata-700 001 latest by 1 P.M. on 7th March, 2014. Bids will be opened at 3:00 P.M. on 07/03/2014.
8. Late submission of the Bids will not be accepted. Tenders by "Telex/Telegram/Fax/E-Mail" will not be accepted. Tenders may be submitted by registered Post, by Hand in Person or by Courier. However any delay in this account shall not be accepted as a reason for exception.
9. The rates quoted should be inclusive of all taxes, duties and levies. **Any further discount, free services/offer, quoted will not be considered.** Bids with overwriting/cutting in quoted rates would not be considered.
10. The tender is not transferrable.
11. Tea Board reserves the right to accept or reject any or all the tenders without assigning any reasons.

Yours faithfully,

Sd/-

(A. Rajan)

Secretary I/C

Annexure 'A'

Name & Address of the Firm	
PAN	
Rate quoted per Laptop (Rs.)	
Make & Model of the Laptop	
Specification of the Laptop Tendered	Specification of the Laptop Quoted
Processor: Intel Core i5 4 th Generation	
Processor Speed: Minimum 2.5 GHz	
Memory (RAM): Minimum 8 GB DDR3	
Hard Drive: Minimum 1 TB	
Operating System: Windows 8.1 (64 Bit)	
Screen Size: 15.6"	
Screen Type: Touch Screen - LED Backlit Display with Multi-touch Enabled	
Graphics Memory: Dedicated 2 GB	
Web Camera: Yes	
Built-in-Mic: Yes	
Bluetooth: Yes	
Sound: High Quality Sound, HD Audio, Integrated Speaker Bar Quad Speakers with Internal Subwoofer	
Ethernet: 10/100/1000 Gigabit Ethernet Wireless LAN: IEEE 802.11 b/g/n	
USB Port(s): 04 (Four)	
Other Features: Touch Screen, Bluetooth v4.0; Built-in-Webcam, Video Card, Built-in-Mic etc., Battery, AC Adapter, Carrier Bag, User Guide and Manuals.	
Three (03) years Warranty: Yes	
Carrier Bag: Yes	

Signature by Authorized Signatory with Stamp