

**MEGHALAYA BASIN MANAGEMENT AGENCY**

**(MBMA)**

**Sustainable Land Management Meghalaya (SLMM)**

Financed under

German Financial Cooperation

With

KfW Development Bank

BMZ-No.202067973

**REQUEST FOR QUOTATION**

for

Procurement of IT Equipment-Phase II under SLM

RFQ No.: MBMA/SLM/IT Equipment/103/G-1(a)/2024-25/47

Date of Issue: November 23, 2024

## Table of Contents

Section I: Letter of Invitation.....	3
Section II: Pre-selected Firms.....	6
Section III: Instructions to Bidders.....	7
Section IV: Eligibility Criteria.....	11
Section V: Declaration of Undertaking .....	12
Section VI: Form of Quotation .....	16
Section VII: Schedule of Requirements .....	17
Section VIII: Price Schedule of Goods.....	18
Section IX: Schedule of Technical Specifications of Goods.....	19
Section X: Conditions of Contract.....	36
Section XI: Contract Form.....	41

## Section I: Letter of Invitation

RFQ No: MBMA/SLM/IT Equipment/103/G-1(a)/2024-25/47

Date: November 23, 2024

Dear Sir/Madam,

1. The Government of Meghalaya hereinafter called Meghalaya Basin Management Agency, has received financing from KfW towards the cost of Sustainable Land Management Meghalaya (SLM) Project, and intends to apply part of the proceeds toward eligible payments under the contract for which this Request for Quotation (RFQ) is issued.
2. Meghalaya Basin Management Agency (MBMA) now invites sealed price quotations from the eligible suppliers for the supply and delivery of:

LOT#	Brief Description of the Goods	Qty (Nos)	Delivery Period	Delivery Address:
Lot#1	Laptop Type-1	2	<i>Within 30 days of the Purchase Order issued.</i>	<i>Meghalaya Basin Management Agency MBDA Building, - Meghalaya State Housing Cooperative and Financing Society Campus, Upper Nongrim Hills, Shillong, PIN-793003</i>
Lot#2	Laptop Type-2	11		
Lot#3	Laptop Type-3	1		
Lot#4	Desktop sets with UPS Type-1	1		
Lot#5	Desktop sets Type -2 with UPS	6		
Lot#6	Monitor	1		
Lot#7	Smart TV(55 inch)	1		
Lot#8	Projector Portable with portable projector screen	3		
Lot# 9	Printer (Black & White)	1		
Lot#10	Portable Speaker	4		
Lot#11	Scanner	1		
Lot#12	Wireless mouse	14		
Lot#13	Camera with Extra Battery specific to the camera, Camera lens & Back Pack	1		
Lot#14	Tripod	1		
Lot#15	Portable LED Light Stick	1		
Lot#16	Wireless Microphone System	1		
Lot#17	2 TB Hard Disk Drive	2		
Lot#18	Head Phone	4		

3. Quotations must be in a sealed envelope for all Lots clearly marked with the inscription:

**“Procurement of IT Equipment- Phase II under SLM (with Lot No.);**

**RFQ No: MBMA/SLM/IT Equipment/103/G-1(a)/2024-25/47”**

**Addressed to:**

Meghalaya Basin Management Agency

**Attn: Smt. Isawanda Laloo, IAS**

Project Director,

Meghalaya Basin Management Agency

C/o Meghalaya State Housing Financing Co-operative Society Ltd.

Nongrim Hills, Shillong-793003

Email: [mbmaprourement@gmail.com](mailto:mbmaprourement@gmail.com)

4. **The deadline for receipt of your sealed quotation is December 12, 2024 by 1600 Hrs. (IST). Quotations will be opened on December 12, 2024 at 1630 Hrs. Late quotes will be rejected.**
5. All bids must be accompanied by the following documents. Offers with incomplete documents will be rejected:
- Declaration of Undertaking (Section V)
  - Form of Quotation (Section VI)
  - List of Goods and Price Schedule (Section VIII)
  - Schedule of Technical Specifications of Goods Offered (Section IX)
  - Company’s Business Registration Documents
  - GST Registration Certificate
  - Average Annual Turnover of at least INR 25 Lakhs in the previous three financial year viz., 2020-21,2021-22 & 2022-23
  - Manufacturer’s or Technical Brochures (catalogues) on the items offered
  - Non-Manufacture’s Bidders will submit the Manufacture’s Authorization Form (MAF).
6. Tenderer’s are required to complete the quotation Form and Price Schedule on their company’s letter head in the formats provided in Section VI and VIII of the bid documents.
7. Quotation shall be fixed and presented in Indian Rupees. Price quotations shall indicate any discount separately. The financial evaluation will be based on the price quotation per lot. The final financial evaluation will consider the economically most advantages offer for respective lots.
8. Price quotations will indicate all applicable taxes separately.
9. Tenders shall be valid for **sixty (60)** days from the date of tender submission.
10. Tenderer’s are requested to bid for any of the lots.
11. The items shall be delivered to the Recipient within 30 days from date of Contract Signature.
12. 100% payment of the contract price will be paid within thirty (30) days after full delivery of all the items and accepted by the Purchaser and the Recipient.
13. A Tender Security or Insurance bond is not required.

14. When preparing their quotations, tenderers shall be guided by the Instructions and Conditions of Supply in Section III.
15. Requests for clarifications shall be submitted within five (5) days after the receipt of the invitation to tender to the address:  
Meghalaya Basin Management Agency  
C/o Meghalaya State Housing Financing Co-operative Society Ltd.  
Nongrim Hills, Shillong-793003, Email: mbmaprourement@gmail.com.
16. Kindly acknowledge receipt of this letter immediately in writing by email. Kindly also notify whether you intend to submit a bid or not.

Yours Sincerely



Smt. Isawanda Laloo, IAS  
Project Director, SLM  
Meghalaya Basin Management Agency  
C/o Meghalaya State Housing Financing Co-operative Society Ltd.  
Nongrim Hills, Shillong-793003  
Email: mbmaprourement@gmail.com

**Section II: Pre-selected Firms**

Not Applicable (Open Invitation)

### Section III: Instructions to Bidders

“Procurement of IT Equipment-Phase II under SLM”

RFQ No MBMA/SLM/IT Equipment/103/G-1(a)/2023-24/47

<b>1. Rules of the procurement</b>	<p>The rules of this procurement and the selection of the firm for the supply of the goods will be made in accordance with the KfW "Guidelines for the Procurement of Consulting Services, Works, Plant, Goods and Non-Consulting Services in Financial Cooperation with Partner Countries".</p> <p>The latest version of these KfW Guidelines can be downloaded from KfW's website under: <a href="https://www.KfW-entwicklungsbank.de/PDF/Download-Center/PDF-Dokumente-Richtlinien/Vergaberichtlinien-2019-Englisch-Internet_2.pdf">https://www.KfW-entwicklungsbank.de/PDF/Download-Center/PDF-Dokumente-Richtlinien/Vergaberichtlinien-2019-Englisch-Internet_2.pdf</a>.</p>
<b>2. Context of the requirement</b>	“Procurement of IT Equipment- Phase II under KfW “
<b>3. Eligibility criteria to participate in public procurement</b>	<p>The suppliers should be:</p> <ul style="list-style-type: none"><li>• in conformity with the provisions of the law and</li><li>• have fulfilled their obligations with regard to the payment of duties and taxes and</li><li>• are generally eligible as per KfW Eligibility Criteria (Section IV).</li></ul>
<b>4. Pre-selected firms</b>	Pre-selected Firms are listed in Section II is not applicable. It is an open invitation for Quotation.
<b>5. Clarifications</b>	<p><b>Requests for clarifications shall be submitted within Five (5) working days after the receipt of the RFQ to the following Email address:</b></p> <p>Email: <a href="mailto:mbmaprourement@gmail.com">mbmaprourement@gmail.com</a></p>
<b>6. Submission of quotation</b>	<p>Quotations shall be submitted in 1 original enclosed in a sealed envelope, clearly marked with the inscription: <b>“Procurement of IT Equipment-Phase II under SLM; RFQ No: MBMA/SLM/IT Equipment/103/G-1a/2024-25/47”</b></p> <p>and must be sent or delivered to the address:</p> <p>Meghalaya Basin Management Agency C/o Meghalaya State Housing Financing Co-operative Society Ltd. Nongrim Hills, Shillong-793003, Email: <a href="mailto:mbmaprourement@gmail.com">mbmaprourement@gmail.com</a></p>
<b>7. Submission deadline for the quotation</b>	<p>Date: No later than <b>December 12, 2024 by 1600 Hrs (IST)</b> at</p> <p>Meghalaya Basin Management Agency C/o Meghalaya State Housing Financing Co-operative Society Ltd. Nongrim Hills, Shillong-793003, Email: <a href="mailto:mbmaprourement@gmail.com">mbmaprourement@gmail.com</a></p> <p>Any quotations received after the deadline prescribed in this section will be rejected and returned unopened to the bidder.</p>

<b>8. Opening of quotations</b>	<p>The opening will be held on than <b>December 12, 2024 by 1630 Hrs (IST)</b> at</p> <p>Meghalaya Basin Management Agency  C/o Meghalaya State Housing Financing Co-operative Society Ltd.  Nongrim Hills, Shillong-793003 in the presence of the Bid Opening Committee and the bidders' representatives who prefer to attend.</p>
<b>9. Period of validity of quotation</b>	60 Days (starting from submission date)
<b>10. Documents comprising the quotation</b>	<p><b>Each bidder shall submit only one quotation.</b></p> <p>Quotations submitted by the bidders shall comprise the following documents:</p> <ol style="list-style-type: none"> <li>a.) Declaration of Undertaking (Section V)</li> <li>b.) Form of Quotation (Section VI)</li> <li>c.) List of Goods and Price Schedule (Section VIII)</li> <li>d.) Schedule of Technical Specifications of Goods Offered (Section IX)</li> <li>e.) Company's Business Registration Documents</li> <li>f.) GST Registration Certificate</li> <li>g.) Submission of CA Certified Average Annual Turnover of at least INR 25 Lakhs in the previous three financial year viz., 2021-22,2022-23 &amp; 2023-24</li> <li>h.) Manufacturer's or Technical Brochures (catalogues) on the items offered</li> <li>i.) Non-Manufacture's Bidders will submit the Manufacture's Authorization Form (MAF).</li> </ol> <p><b>Incomplete offers will be rejected.</b></p>
<b>11. Brief description of the required goods</b>  <b>(Technical details in Section IX)</b>	Lot#1: Laptop Type-1 Lot#2: Laptop Type-2 Lot#3: Laptop Type-3 Lot#4: Desktop sets with UPS Type-1 Lot#5: Desktop sets with UPS Type-2 Lot#6: Monitor Lot#7: Smart TV(55 inch) Lot#8: Portable Projector with portable projector screen Lot#9: Printer (Black & White) Lot#10 Portable Speaker Lot#11: Scanner Lot#12: Wireless mouse Lot#13: Camera with Extra Battery specific to the camera, Camera lens & Back Pack Lot#14: Tripod Lot#15: Portable LED Light Stick Lot#16: Wireless Microphone System Lot#17: 2 TB Hard Disk Drive Lot#18: Head Phone



<b>12. Language of bid</b>	The bid prepared by the Bidder, and all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser, shall be written in the English language.
<b>13. Currency of quotation</b>	<input type="checkbox"/> The Indian Rupee (INR) ₹
<b>14. Bid prices</b>	<ul style="list-style-type: none"> <li>• The Bidder shall indicate, on the appropriate Price Schedule attached to these documents (Section VIII), the total Bid Price quoted CIP (Carriage and Insurance Paid To) for goods, transport and insurance to the named place of destination (specified in No. 23), excluding the custom duties and other import taxes already paid (need to be supported with documentary evidence) or to be paid on the goods already imported.</li> <li>• The Bidder shall also indicate the cost of services, like installation, test run, user training and delivery of manuals in the requested language which he proposes to supply under the Contract.</li> <li>• The prices indicated in the quotation are fixed and not subject to any adjustment during the period of validity.</li> <li>• In case of any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity), the unit price shall prevail and the total price shall be corrected.</li> </ul>
<b>15. Taxes on price quotation</b>	Quotation must be <b>exclusive</b> of any taxes. Applicable taxes shall be quoted separately.
<b>16. Partial quotations</b>	<input type="checkbox"/> Not permitted (quotations must include all items in this RFQ) <input checked="" type="checkbox"/> Permitted (quotations can exclude some items in this RFQ)
<b>17. Clarification of quotations</b>	The Purchaser may, at its discretion, ask any Bidder for a clarification of its quotation, if necessary.
<b>18. Correction of arithmetical errors</b>	Provided that the quotation is substantially responsive, the Purchaser shall correct arithmetical errors on the basis that the respective unit price and amount expressed in words shall prevail.
<b>19. Evaluation criteria</b>	<ul style="list-style-type: none"> <li>• A quotation is considered substantially responsive if it meets the requirements listed in No. 10 without material deviation, reservation, or omission. Non-responsive offers will be rejected.</li> <li>• The <u>technical evaluation</u> shall be carried out by an evaluation of compliance to confirm that all requirements of Section IX: Technical Specifications have been met without any material deviation or reservation, or omission.</li> <li>• The <u>financial evaluation</u> will be a lowest price evaluation of the total price of the offer (corrected as necessary) after the evaluation of the technical compliance of the bids and the warranty coverage period offered</li> </ul>
<b>20. Award of contract</b>	<ul style="list-style-type: none"> <li>• The Purchaser will award the Contract to the successful Bidder whose bid has been determined to be administratively and technical compliant and has been determined as the lowest evaluated bid.</li> </ul>

<p><b>21. Notification of award</b></p>	<ul style="list-style-type: none"> <li>• Prior to the expiration of the period of bid validity, the Purchaser shall notify the successful Bidder, in writing, that its Bid has been accepted.</li> <li>• Until a formal Contract is prepared and executed, the notification of award shall constitute a binding Contract.</li> </ul>
<p><b>22. Signing contract</b></p>	<ul style="list-style-type: none"> <li>• At the time as the Purchaser notifies the successful Bidder that his bid has been accepted, the Purchaser will send the Bidder the Contract Form provided in this RfQ Document, incorporating all agreements between the parties.</li> <li>• Within seven (7) days of receipt of the Contract Form, the successful Bidder shall sign and date the Contract and return it to the Purchaser. The contract will become effective only upon return of the signed Contract Agreement.</li> </ul>
<p><b>23. Recipient and delivery location of goods</b></p>	<p>Recipient of goods:</p> <p style="padding-left: 40px;">Address: Procurement Unit, Meghalaya Basin Management Agency C/o Meghalaya State Housing Financing Co-operative Society Ltd. Nongrim Hills, Shillong-793003, Email: mbmaprourement@gmail.com</p>

## Section IV: Eligibility Criteria

### **Eligibility in KfW-Financed Procurement**

1. Consulting Services, Works, Goods, Plant and Non-Consulting Services are eligible for KfW financing regardless of the country of origin of the Contractors (including Subcontractors and suppliers for the execution of the Contract), except where an international embargo or sanction by the United Nations, the European Union or the German Government applies.
2. Applicants/Bidders (including all members of a Joint Venture and proposed or engaged Subcontractors) shall not be awarded a KfW-financed Contract if, on the date of submission of their Application/Offer or on the intended date of Award of a Contract, they:
  - 2.1 are bankrupt or being wound up or ceasing their activities, are having their activities administered by courts, have entered into receivership, or are in any analogous situation.
  - 2.2 Have been
    - a) convicted by a final judgement or a final administrative decision or subject to financial sanctions by the United Nations, the European Union and/or the German Government for involvement in a criminal organisation, money laundering, terrorist-related offences, child labour or trafficking in human beings; this criterion of exclusion is also applicable to legal Persons, whose majority of shares are held or factually controlled by natural or legal Persons which themselves are subject to such convictions or sanctions;
    - b) convicted by a final court decision or a final administrative decision by a court, the European Union or national authorities in the Partner Country or in Germany for Sanctionable Practice during any Tender Process or the Performance of a Contract or for an irregularity affecting the EU's financial interests, unless they provide supporting information together with their Declaration of Undertaking (Form available as Appendix to the Application/Offer which shows that this conviction is not relevant in the context of this Contract and that adequate compliance measures have been taken in reaction;
  - 2.3 Have been subject within the past five years to a Contract termination fully settled against them for significant or persistent failure to comply with their contractual obligations during Contract performance, unless this termination was challenged, and the dispute resolution is still pending or has not confirmed as full settlement against them;
  - 2.4 Have not fulfilled applicable fiscal obligations regarding payments of taxed either in the country where they are constituted or the PEA's country;
  - 2.5 are subject to an exclusion decision of the World Bank or any other multilateral development bank and are listed in the respective table with debarred and cross-debarred firms and individual available on the World Banks website or any other multilateral development bank unless they provide supporting information together with their Declaration of Undertaking which shows that this exclusion is not relevant in the context of this Contract or
  - 2.6 have given misrepresentation in documentation requested by the PEA as part of the Tender Process of the relevant Contract.
3. State-owned entities may compete only if they can establish that they (i) are legally and financially autonomous, and (ii) operate under commercial law. To be eligible, a state-owned entity shall establish to KfW's satisfaction, through all relevant documents, including its charter and other information KfW may request, that it: (i) is a legal entity separate from their state (ii) does not currently receive substantial subsidies or budget support; (iii) operates like any commercial enterprise, and, inter alia, is not obliged to pass on its surplus to their state, can acquire rights and liabilities, borrow funds and be liable for repayment of its debts, and can be declared bankrupt.

## **Section V: Declaration of Undertaking**

### Declaration of Undertaking

Reference name of the application/Offer/Contract: (“Contract”)<sup>1</sup>

To: (“Project Executing Agency”)

1. We recognise and accept that KfW only finances projects of the Project Executing Agency (“PEA”)<sup>2</sup> subject to its own conditions which are set out in the funding Agreement it has entered into with the PEA. As a matter of consequence, no legal relationship exists between KfW and our company, our Joint Venture or our Subcontractors under the Contract. The PEA retains exclusive responsibility for the preparation and implementation of the Tender Process and the performance of the Contract.
2. We hereby certify that neither we nor any of our board members or legal representatives nor any other member of our Joint Venture including Subcontractors under the Contract are in any of the following situations:
  - 2.1) being bankrupt, wound up or ceasing our activities, having our activities administered by courts, having entered into receivership, reorganisation or being in any analogous situation;
  - 2.2) convicted by a final judgement or a final administrative decision or subject to financial sanctions by the United Nations, the European Union or Germany for involvement in a criminal organisation, money laundering, terrorist-related offences, child labour or trafficking in human beings; this criterion of exclusion is also applicable to legal Persons, whose majority of shares are held or factually controlled by natural or legal Persons which themselves are subject to such convictions or sanctions;
  - 2.3) having been convicted by a final court decision or a final administrative decision by a court, the European Union, national authorities in the Partner Country or in Germany for Sanctionable Practice in connection with a Tender Process or the performance of a Contract or for an irregularity affecting the EU’s financial interests (*in the event of such a conviction, the Applicant or Bidder shall attach to this Declaration of Undertaking supporting information showing that this conviction is not relevant in the context of this Contract and that adequate compliance measures have been taken in reaction*);
  - 2.4) having been subject within the past five years to a Contract termination fully settled against us for significant or persistent failure to comply with our contractual obligations during such Contract performance, unless this termination was challenged and dispute resolution is still pending or has not confirmed a full settlement against us;
  - 2.5) not having fulfilled the applicable fiscal obligations with regard to the payment of taxes at the respective tax residence and in the country of origin of the PEA (*contractors based in Annex 1 countries (<https://www.consilium.europa.eu/de/policies/eu-list-of-non-cooperative-jurisdictions/>) must submit a fully completed and legally countersigned declaration of tax conformity (Appendix 1 to the Declaration of Undertaking) in addition to the Declaration of Undertaking at the time of award of the contract/contract review. This shall become an integral part of the contract. Failure to submit may result in exclusion from the awarding*)

*procedure. For contractors based in countries not listed as Annex I countries, only the Declaration of Undertaking must be submitted, and not the declaration of tax conformity);*

- 2.6) being subject to an exclusion decision of the World Bank or any other multilateral development bank and being listed on the website <http://www.worldbank.org/debarr> or respectively on the relevant list of any other multilateral development bank (in the event of such exclusion, the Applicant or Bidder shall attach to this Declaration of Undertaking supporting information showing that this exclusion is not relevant in the context of this Contract and that adequate compliance measures have been taken in reaction); or
  - 2.7) being guilty of misrepresentation in supplying the information required as a condition of participation in the Tender.
3. We hereby certify that neither we, nor any of the members of our Joint Venture or any of our Subcontractors under the Contract are in any of the following situations of conflict of interest:
- 3.1) being an affiliate controlled by the PEA or a shareholder controlling the PEA, unless the stemming conflict of interest has been brought to the attention of KfW and resolved to its satisfaction;
  - 3.2) having a business or family relationship with a PEA's staff involved in the Tender Process or the supervision of the resulting Contract, unless the stemming conflict of interest has been brought to the attention of KfW and resolved to its satisfaction;
  - 3.3) being controlled by or controlling another Applicant or Bidder, or being under common control with another Applicant or Bidder, or receiving from or granting subsidies directly or indirectly to another Applicant or Bidder, having the same legal representative as another Applicant or Bidder, maintaining direct or indirect contacts with another Applicant or Bidder which allows us to have or give access to information contained in the respective Applications or Offers, influencing them or influencing decisions of the PEA;
  - 3.4) being engaged in a Consulting Services activity, which, by its nature, may be in conflict with the assignments that we would carry out for the PEA;
  - 3.5) in the case of procurement of Works, Plant or Goods:
    - i. having prepared or having been associated with a Person who prepared specifications, drawings, calculations and other documentation to be used in the Tender Process of this Contract;
    - ii. having been recruited (or being proposed to be recruited) ourselves or any of our affiliates, to carry out works supervision or inspection for this Contract;
4. If we are a state-owned entity, and compete in a Tender Process, we certify that we have legal and financial autonomy and that we operate under commercial laws and regulations.
5. We undertake to bring to the attention of the PEA, which will inform KfW, any change in situation with regard to points 2 to 4 here above.
6. In the context of the Tender Process and performance of the corresponding Contract:
- 6.1) neither we nor any of the members of our Joint Venture nor any of our Subcontractors under the Contract have engaged or will engage in any Sanctionable Practice during the Tender Process and in the case of being awarded a Contract will engage in any Sanctionable Practice during the performance of the Contract;
  - 6.2) neither we nor any of the members of our Joint Venture or any of our Subcontractors under the Contract shall acquire or supply any equipment nor operate in any sectors under an embargo of the United Nations, the European Union or Germany; and

- 6.3) we commit ourselves to complying with and ensuring that our Subcontractors and major suppliers under the Contract comply with international environmental and labour standards, consistent with laws and regulations applicable in the country of implementation of the Contract and the fundamental conventions of the International Labour Organisation (ILO) and international environmental treaties. Moreover, we shall implement environmental and social risks mitigation measures when specified in the relevant environmental and social management plans or other similar documents provided by the PEA and, in any case, implement measures to prevent sexual exploitation and abuse and gender-based violence.
7. In the case of being awarded a Contract, we, as well as all members of our Joint Venture partners and Subcontractors under the Contract will, (i) upon request, provide information relating to the Tender Process and the performance of the Contract and (ii) permit the PEA and KfW or an agent appointed by either of them, and in the case of financing by the European Union also to European institutions having competence under European Union law, to inspect the respective accounts, records and documents, to permit on-the-spot checks and to ensure access to sites and the respective project.
8. In the case of being awarded a Contract, we, as well as all our Joint Venture partners and Subcontractors under the Contract undertake to preserve above mentioned records and documents in accordance with applicable law, but in any case, for at least six years from the date of fulfilment or termination of the Contract. Our financial transactions and financial statements shall be subject to auditing procedures in accordance with applicable law. Furthermore, we accept that our data (including personal data) generated in connection with the preparation and implementation of the Tender Process and the performance of the Contract are stored and processed according to the applicable law by the PEA and KfW.

Name: \_\_\_\_\_ in the capacity of: \_\_\_\_\_

Duly empowered to sign in the name and on behalf of: \_\_\_\_\_

Signature:

Dated:

**Appendix-1 to the Declaration of Undertaking**

**DECLARATION OF TAX CONFORMITY – BINDING CONFIRMATION OF LEGAL PERSONS**

**Name of Company**

I hereby confirm with my signature that:

1. I am authorised to make this declaration on behalf of the above company;
2. The company properly pays all taxes in accordance with the tax laws of the country in which the company is domiciled;
3. The company is not currently nor has been in the past involved in any legal proceedings concerning the taxation of the company;
4. The company will duly pay taxes that may arise from the provision of contracted services;
5. All information and statements provided in advance are complete, accurate in terms of content and currently correct.

.....

(Place)

.....

.....

(Date)

(Name of the Authorised person)

-----

(Signature(s))

**Section VI: Form of Quotation**

*[The Bidder shall prepare his Bid Submission Form on a letterhead paper specifying the Bidder's complete name, address and communication details].*

Date: \_\_\_\_\_

To: XXXXX

**Ref.: Procurement of IT Equipment-Phase II under SLM**

**RFQ No: MBMA/SLM/IT Equipment/103/G-1a/2024-25/**

We refer to your RFQ No. \_\_\_\_ dated \_\_\_\_\_. We undertake to supply the goods as indicated in the attached Schedule of Technical Specifications and List of Goods and Price Schedule in accordance with the Request for Quotation document for the contract price of \_\_\_\_\_ (amount in words and figures) in \_\_\_\_\_ (name of currency).

We confirm that the prices quoted in the List of Goods and Price Schedule are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

We undertake to complete the delivery of the above equipment to the Recipient within \_\_\_\_ days from the date of Contract Signature.

We confirm that we are eligible to participate in public procurement and meet the eligibility criteria specified in the Conditions of Supply.

The validity period of our quotation is: \_\_\_\_\_ days.

Until a formal Contract is prepared and executed, this quotation, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the validity of the Quotation required by the documents.

Authorized Signature: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_



## Section VII: Schedule of Requirements

**1) Supply of Goods & warranty:**

Each item of goods to be supplied is described in Section IX: Schedule of Technical Specifications of Goods. The successful Supplier shall supply a copy of manufacturer's operation, maintenance and spare-part manuals of the goods (Equipment).

Items offered should be covered by at least 3 Years warranty (if applicable) from the date of delivery to the Purchaser/Procuring Entity. Goods offered shall be new, unused and based on the manufacturer's current and most recent model.

**2) Recipient of Goods:**

The Recipient of Goods is

Address: Procurement Unit,  
Meghalaya Basin Management Agency  
C/o Meghalaya State Housing Financing Co-operative Society Ltd.  
Nongrim Hills, Shillong-793003,  
Email: mbmaprourement@gmail.com

**3) Delivery and Installation:**

All equipment shall be forwarded to the final destination as per No. 2 under the responsibility of the Supplier within **30 days** after signing of contract. The supplier is responsible for installation and instruction of the end-users pursuant to the instruction procedures of the manufacturers. The manuals and warranty card have to be delivered in English and for selected items in English language as indicated in the schedule of requirements.

**4) Post-Sales Service:**

Please provide details of any after-sales service that you offer, including technical support and maintenance.

**Section VIII: Price Schedule of Goods**

Currencies in accordance with Section III No. 13						Date: <i>[Insert]</i>	
						RfQ. No.: <i>[Insert]</i>	
						Page <i>[Insert]</i> of <i>[Insert]</i>	
1	2	3	4	5	6	7	8
Line Item No.	Description of Goods*	Country of Origin	Delivery Time in Days at named place of CIP destination <i>[Insert final destination(s) in the Purchaser's country]</i>	Quantity and Physical unit (Nos.)	CIP Unit Price & Currency excluding Custom Duties and Import Taxes paid, in accordance with Section I No. 14	Sales and other taxes paid or payable if Contract is awarded.	Currency & Total Price per line item  (Col. 5 x 6)
<i>Lot#</i>							
<b>Total Price (including currency) CIP plus local services (if any) <i>[Insert name of Purchaser's Country]</i></b>							

Name of Bidder:

Signature of Bidder

Date:

**\* Description of Goods to be provided along with the warranty period offered.**

**Section IX: Schedule of Technical Specifications of Goods**

Technical Specifications: Procurement of IT Equipment Phase-II under SLM - RfQ No. MBMA/SLM/IT Equipment/103/G-1(a)/2024-25/47;Date- November 23, 2024					
Sl. No	Item	Quantity	Specification	Statement of Compliance/ Deviations if any (Bidder's Offered Item & Specification)	
Lot #1	Laptop Type-1	2	Form factor	Convertible	
			Operating system	Windows 11 Home or latest version	
			Processor Generation	AMD Ryzen™ 7 processor	
			Processor Name	AMD Ryzen™ 7 8840HS (up to 5.1 GHz max boost clock, 16 MB L3 cache, 8 cores, 16 threads)	
			Chipset	AMD integrated SoC	
			Memory	16GB or 32 GB LPDDR5-6400 MT/s (onboard)	
			Storage	1 TB PCIe® Gen4 NVMe™ M.2 SSD	
			Display	35.6 cm (14) diagonal, WUXGA 300 nits (1920 x 1200), multitouch-enabled, IPS, edge-to-edge glass, micro-edge, Corning® Gorilla® Glass NBT™, 300 nits, 62.5% sRGB	
			Screen size	35.56 cm (14)	
			Aspect ratio	16:10	
			Graphics	AMD Radeon™ Graphics	
			Touchscreen	Yes	
			Flicker-free	Yes	
			Audio features	DTS:X® Ultra; Dual speakers;	
			Stylus	Pen	
			Sensors	Accelerometer; Gyroscope; IR thermal sensor	
			Pointing device	YES	
Keyboard	Full-size, backlit, soft grey keyboard				
Wireless	MediaTek Wi-Fi 6E MT7922 (2x2) and Bluetooth® 5.3 wireless card				

			Ports	2 USB Type-C® ; 1 USB Type-A ; 1 USB Type-A ; 1 HDMI ; 1 headphone/microphone combo
			Webcam	5MP IR camerawith temporal noise reduction and integrated dual array digital microphones
			Power supply type	65 W USB Type-C® power adapter
			Battery type	3-cell,59 WhLi-ionpolymer
			Software	Microsoft Office latest version and Antivirus ( Minimum 3years validity)
			Warranty	3 years On-site (including battery 3-year warranty) .
			Bag	Standard Bag
Lot #2	Laptop Type-2	11	Processor Generation	Latest Generation – 14 <sup>th</sup> Generation
			Processor Description	Intel® Core™ Ultra 7 Processor 155H 24M Cache, up to 4.80 GHz
			Mother board / Chipset security features	Integrated with processor .TPM 2.0 (integrated in the laptop motherboard) and Integrated hardware Diagnostic tool in laptop BIOS
			RAM	Minimum 16 GB: 2 x 8 GB, DDR5, 5600 MT/s
			RAM upgradability and Slots	2 physical DIMM slots with field replaceable memory slots. No memory to be soldered onto motherboard, supporting up to 64 GB or higher.
			Storage	Minimum 512 GB, M.2 2230, TLC, Gen 4 PCIe NVMe, SSD
			Communication & I/O Ports (Integrated in the laptop motherboard)	Minimum 4 USB ports out of which 3 Nos USB 3.2 and One or more USB 3.2 Gen 2 Type C port (Type C port must support video out features), 1 x HDMI, RJ-45, SD Memory card reader, Universal Audio port Jack, security Lock slot.
			Keyboard & Mouse	Full size spill resistant Keyboard, backlit with touchpad
			Camera	Minimum Integrated FHD Webcam with Integrated noise cancelling Microphones
			Graphics	Integrated Intel® Iris® Xe
			sound card	High Definition Audio with Integrated stereo sound.

			Display	14.0", FHD 1920x1080, 60Hz, IPS, Non-Touch, AG, 250 nit, 45% NTSC, FHD+IR Cam, 4G
			Battery Type	Minimum 3-cell, 54 Wh, ExpressCharge™ Capable, ExpressCharge™ Boost Capable
			Weight	Not more than 1.60Kg. (Including battery)
			Wireless & Bluetooth	Minimum Integrated Dual Band Wireless (supporting 802.11a/b/g/n/ac and ax network and Bluetooth v 5.2 or higher.
			Power and supply	AC adapter of same OEM make (Minimum Type C and 65W)
			Operating Systems	Windows 11 Prof., OEM letter confirming that Operating system is pre-loaded / pre-installed from OEM factory and is genuine & MSO 2021 PP. Such declaration should not be signed by anybody below the rank of Director / Vice president of the OEM. Details of signing authority like Name, designation and email ID to be mentioned in the letter for verification.
			Manageability software from same Laptop manufacturer	Hardware diagnostic tool through BIOS and Software that Improved battery runtime and Enhanced audio & video quality.
			Carry Case (same OEM make)	Standard Good Quality Carrying Case from the same laptop OEM. OEM letter confirming that carry case is from same laptop OEM (Standard or Backpack with OEM Logo)
			Software	Microsoft Office latest version and Antivirus ( Minimum 3years validity)
			Warranty	3 years On-site (including battery 3-year warranty) .
			Bag	Standard Bag

Laptop Type-3				
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Lot #3	Laptop Type-3	1	Form Factor	Ultra-Portable
			Standing screen display size	16 Inches
			Screen Resolution	1920 x 1200 pixels
			Resolution	1920 x 1200
			Batteries	1 Lithium Polymer batteries required. (included)
			Processor Brand	Intel

			Processor Type	Core i7
			Processor Speed	2.6 GHz
			Processor Count	14
			RAM Size	16
			Memory Technology	DDR5
			Computer Memory Type	SODIMM
			Maximum Memory Supported	32 GB
			Memory Clock Speed	4800 MHz
			Hard Drive Size	1 TB
			Hard Disk Description	SSD
			Hard Drive Interface	PCIe x 4
			Audio Details	Headphones, Speakers
			Graphics Coprocessor	NVIDIA GeForce RTX 4060
			Graphics Chipset Brand	NVIDIA
			Graphics Card Description	Dedicated
			Graphics RAM Type	GDDR6
			Graphics Card Ram Size	8 GB
			Graphics Card Interface	PCI Express, Integrated
			Connectivity Type	Bluetooth, Wi-Fi
			Wireless Type	Bluetooth, 802.11ax
			Number of USB 3.0 Ports	3
			Voltage	20 Volts
			Optical Drive Type	No Optical Storage
			Operating System	Windows 11 Home or latest version
			Average Battery Life (in hours)	6 Hours
			Are Batteries Included	Yes
			Lithium Battery Energy Content	90 Watt Hours
			Number of Lithium Ion Cells	4
			Software	Microsoft Office latest version and Antivirus (Minimum 3years validity)
			Warranty	3 years On-site (including battery 3-year warranty) .

			Bag	Standard Bag		
			CPU			
			Processor	Intel® Core™ i7-13700F (up to 5.2 GHz with Intel® Turbo Boost Technology, 30 MB L3 cache, 16 cores, 24 threads)		
			Memory	16GB, (2 x 8 GB), DDR5, 4800MT/s up to 64GB		
			Graphics	NVIDIA® GeForce RTX™ 3060 (12 GB GDDR6 dedicated)		
			Storage	1TB M.2 PCIe NVMe Solid State Drive		
			Wireless	Intel® Wi-Fi 6 AX201 (2x2) and Bluetooth® 5.2 wireless card (supporting gigabit data rate)		
			Ports	<b>FRONT:</b> 2 USB Type-A 5Gbps signaling rate; 1 headphone/microphone combo; 1 microphone, 1 USB 3.2 Gen 1 Type-C		
				<b>REAR:</b> (2) USB 3.2 Gen 1 Type-A (2) USB 2.0, RJ-45Line outDisplay Port ( <i>Display Port can support up to 1 UHD or 3 FHD monitors</i> ), HDMI 1.4b ( <i>Maximum resolution supported over HDMI is 1920x1200 @ 60Hz.</i> )		
			Power Supply	600 W 80 Plus Gold certified ATX power supply		
			Media Card Reader	Multimedia Card Reader 3.0 SD		
			Software	Windows 11 Prof (factory Pre-load) with MS Office Prof. Plus perpetual license		
			Input Device	Wired Mouse and Keyboard from same OEM		
			Monitor			
			Monitor	Size: 685.8 mm (27 inches), Resolution: 2560 x 1440 at 60 Hz, Brightness 250 cd/m <sup>2</sup> (typical), Color Support Color gamut: sRGB 100% (typical), Color depth: 16.7 million colors, Viewing Angle: 178°/178°, Response Time: 5 ms typical (Fast) (gray to gray), Panel Type: In-Plane Switching Technology, Display Screen Coating: Anti-Glare, Backlight Technology: White LED edgelight system		
			UPS			
			Wattage	390 watts or above		
Lot #4	Desktop sets with UPS Type-1	1				

			Voltage	230 Volts	
			Batteries	2x6 volts, Deep Cycle – 250 Apm Hours	
			Battery call Composition	Lithium	
			Batteries	12V batteries	
			Warranty Period for Desktop & UPS	1-3 Years onsite warranty	
Lot #5	Desktop sets Type -2 with UPS	6	Processor	Intel(R) Core (TM) i5-14400 processor (20 MB cache, 10 Cores, 16 threads, up to 4.7 GHz)	
			Memory	16GB, 16GBx1, DDR5, 4800MT/s up to 64GB	
			Graphics	Intel(R) UHD Graphics 730 or better	
			Storage	512 GB M.2 PCIe NVMe Solid State Drive	
			Connectivity	Realtek RTL8852BE Wi-Fi 6 with Bluetooth 5.3 AX 211(Wi-Fi 6E), Bluetooth 5.3 & 10/100/1000 Gigabit Ethernet	
			Ports	<b>FRONT:</b> USB 3.2 Gen 1 Type-A, (1) USB 3.2 Gen 1 Type-C (2) USB 2.0 Combo Jack <b>REAR:</b> (2) USB 3.2 Gen 1 Type-A (2) USB 2.0, RJ-45 Line out Display Port ( <i>Display Port can support up to 1 UHD or 3 FHD monitors</i> ), HDMI 1.4b ( <i>Maximum resolution supported over HDMI is 1920x1200 @ 60Hz.</i> )	
			Power Supply	180W PSU Black Chassis (Silver Mesh) with TPM	
			Monitor	Size: 546.10 mm, Resolution: 1920 x 1080 at 60 Hz, Brightness 250 cd/m <sup>2</sup> (typical), Color Support Color gamut: sRGB 99% (typical), Color depth: 16.7 million colors, Viewing Angle: 178°/178°, Response Time: 5 ms typical (Fast) (gray to gray), Panel Type: In-Plane Switching Technology, Display Screen Coating: Anti-Glare, Backlight Technology: White LED edgelight system	
			Software	Windows 11 Prof or latest version with MS Office Prof. Plus perpetual license or Latest Version and Antivirus with Minimum 3 years Validity	
			Input Device	Wired Mouse and Keyboard	



			<b>UPS</b>	
			Wattage	390 watts or above
			Voltage	230 Volts
			Batteries	2x6 volts, Deep Cycle – 250 Apm Hours
			Battery call Composition	Lithium
			Batteries	12V batteries
			Warranty Period for Desktop & UPS	1-3 Years onsite warranty.
			Monitor Type	Flat Panel
			Monitor Format	QHD
			Suitable For	Office   Home   Gaming
			<b>Screen Specifications</b>	
			Screen Size in CM	68.5 cm
			Screen Size in Inches	27 Inches
			Screen Resolution	2560 x 1440 pixels
			Aspect Ratio	16:09
			Response Time	1 ms
			Brightness	300 Nits
			Refresh Rate	165 Hz
			Color Gamut	72 Percent
			Vertical Viewing Angle	178 Degrees
			Horizontal Viewing Angle	178 Degrees
			HDR Type	HDR10
			Additional Screen Specifications	VA Panel, Mega Contrast Ratio, Colour Support: Maximum 16.7M, Contrast Ratio Static: 3000 : 1, Flicker Free, AMD FreeSync Premium, Eye Saver Mode
			<b>Ports &amp; Slots</b>	
			HDMI Ports	1 x HDMI 1.4   1 x HDMI 2
			DisplayPort Type	DisplayPort
			Other Ports	Headphone   1 x DisplayPort 1.4
			<b>Additional Features</b>	
			Installation Type	Wall Mount   Table Top
			Stand Type	Tilt   Swivel
			<b>Plug Details</b>	
			Power Consumption	48 Watts
			Voltage Rating	100-240V AC
Lot #6	Monitor	1		

			Color	BLACK
			Warranty on Main Product	3 Years Onsite Warranty
Lot #7	TV(55 inch)	1	Product Dimensions	8.4 x 124.3 x 72.9 cm
			Product Weight	13.9 Kgs
			Batteries	2 AAA batteries required. (included)
			Operating System	Google TV
			Processor Count	1
			Hardware Interface	Bluetooth, USB, Ethernet, HDMI, Composite Video
			Graphics Coprocessor	X1 4K Processor
			Tuner Technology	DVB-T/T2
			Resolution	4K
			Compatible Devices	Android Phone, Home Theatre
			Special Features	Google TV, Watchlist, Voice Search, Google Play, Chromecast, Netflix, Amazon Prime Video, Additional Features: Apple Airplay, Apple Homekit, Alexa
			Mounting Hardware	1 LED TV, 1 AC Power Cord, 1 Remote Control, 1 Table-Top Stand, 1 User Manual, 2 AAA Batteries
			Remote Control Description	One Click Google Assistant   Youtube   Netflix   Youtube Music   Prime Video
			Remote control technology	IR, Bluetooth
			Display Technology	LED
			Standing screen display size	55 Inches
			Display Type	4K HDR
			Viewing Angle	178 Degrees
			Image Aspect Ratio	16:09
			Supported image types	TIFF, JPEG
			Aspect Ratio	16:9
			Screen Resolution	3840 x 2160 pixel
			Audio input compatible with the item	HDMI
			Audio output mode	Surround
			Supported audio formats	mp3_audio, wma
			Speaker Surround Sound Channel Configuration	Dolby Audio

			Audio Wattage	20 Watts
			Voltage	240 Volts
			Wattage	142 Watts
			Power Source	AC
			Batteries Included/Required	Yes
			Battery cell composition	Alkaline
			GSM frequencies	60 Hz
			Refresh Rate	60 Hz
			Total USB ports	2
			Connector Type	Wi-Fi, USB, Ethernet, HDMI
			Maximum Operating Distance	3 Feet
			Mounting Type	Wall Mount & Table Mount
			Actual viewing angle	178 Degrees
			Media Format	AVI, MPEG
			Includes remote	yes
			Supports Bluetooth Technology	yes
			Warranty	1 to 3 years onsite warranty

Lot #8	Portable Projector with portable projector screen	3	Hardware Interface	HDMI
			Response Time	3 Milliseconds
			Special Features	Portable, USB Connectivity, HDMI Connectivity
			Mounting Hardware	Power Cord: 1, USB-C Cable: 1 (1m), QSG: 1, Remote Control: 1
			Display Technology	DLP
			Standing screen display size	24 Centimetres
			Image Aspect Ratio	16:9
			Image contrast ratio	120000:1
			Aspect Ratio	16:10
			Horizontal resolution	854 Pixels
			Maximum vertical resolution	480 Pixels
			Noise Level	25 dB
			Voltage	2.4E+2 Volts
			Wattage	55 Watts
			Batteries	1 A batteries required.
			Power Source	Battery Powered
			Battery cell composition	Lithium Ion
			Refresh Rate	60
			Speaker Output	2

			Channel Quantity		
			Total USB ports	2	
			Connector Type	USB, HDMI	
			Form Factor	Portable	
			Mounting Type	Tabletop Mount	
			Includes Rechargeable Battery	Yes	
			Includes remote	Yes	
			Supports Bluetooth Technology	No	
			<b>Portable Screen</b>		
			Special Features	Size: 4ft (Height & 6ft (Width), Approx. 84" Diagonal	
			Mounting Hardware	tripod screen + heavy bease tripod screen + User Manual	
			Viewing Angle	160 Degrees	
			Image contrast ratio	4:03	
			Aspect Ratio	4:3	
			Resolution	1080p Full HD	
			Material	Mild-Steel Casing and Stand with High-Quality Black Rust-proof Powder Coated., Polyvinyl Chloride (PVC), UltraHD 4K Hi-Gain 1.2 Projection Surface.	
			Form Factor	Square Type Housing, Spring action Roll Back mechanism	
			Mounting Type	Tripod Mount	
			Warranty Period	Minimum 2 years.	

Lot # 9	Printer (Black & White)	1	Printer Type	All-in-One B&W Wireless Monochrome Laser Printer	
			Controller Type	Windows	
			Printer Media Size Maximum	A4, B5, A6, DL, envelope	
			Power Consumption	upto 465 Watts	
			Scanner Type	Flatbed, Sheetfed	
			Max Input Sheet Capacity	150	
			Max Copy Speed (Black and White)	20 ppm	
			Display Type	LCD	
			Compatible Devices	Printer	
			Dual-sided printing	No	

			Duplex	Manual
			Hardware Interface	Ethernet, USB 2.0
			Resolution	1200 x 1200
			Additional Printer functions	Copy, Scan
			Control Method	App
			Memory Storage Capacity	128 MB
			Operating System	Windows
			Hardware Platform	PC, Tablet, Smartphone
			Special Features	Expandable
			Number of items	1
			Warranty	Minimum 1 year warranty

			Mounting Type	Table Top
			Material	Durable Fabric, Rubber
			Speaker Type	Outdoor
			Special Feature	Built-in Microphone
			Compatible Devices	Smartphone
			Controller Type	Button
			Surround Sound Channel Configuration	2 1
			Battery Life	12 Hours
			Product Dimensions	6.9D x 18.1W x 7.4H Centimeters
			Battery Capacity	4800
			Charging Time	upto 2 Hours
			Maximum Range	10 metres
			Wireless Communication Technology	Bluetooth
			Power Source	Battery Powered
			Signal-to-Noise Ratio	Minimum 80
			Number of Batteries	1 Lithium Metal batteries required.
			Special Features	Built-in Microphone
			Speakers Nominal Output Power	Minimum 20 Watts
			Speaker amplification type	Active
			Speaker connectivity	Bluetooth, USB, AUX cable
			Battery cell composition	Lithium Ion
			Total USB ports	2
			Device interface - primary	Buttons
			Includes	Yes

Lot #10

Portable Speaker

4

			Rechargeable Battery	
			Supports Bluetooth Technology	Yes
			Colour	Black
			Warranty	Minimum 1 year warranty
Lot #11	Scanner	1	Scanner type	Sheetfed
			Digital sending standard features	Scan to PC; Scan to USB Drive; Scan to Email; Scan to Network Folder; Scan to SharePoint; Scan to Shortcut; Scan to Cloud
			Scan resolution, optical	Up to 600 dpi
			Scan resolution, hardware	600 x 600 dpi
			Duty cycle (daily)	Recommended daily duty cycle: 4000 pages
			Automatic document feeder scan speed	Up to 40 ppm / 80 ipm 1
			Scan size (ADF), maximum	216 x 3100 mm
			Scan size (ADF), minimum	50.8 x 50.8 mm
			Automatic document feeder capacity	Minimum 50 sheets
			Duplex ADF scanning	Yes
			Scan file format	For text and images: PDF, PDF/A, Encrypted PDF, JPEG, PNG, BMP, TIFF, Word, Excel, PowerPoint, Text (.txt), Rich Text (rtf) and Searchable PDF
			Color scanning	Yes
			Scan technology	CMOS CIS (Contact Image Sensor)
			Scanning options (ADF)	Single-pass duplex
			Multifeed detection	Yes
			Output resolution dpi settings	75; 150; 200; 240; 300; 400; 500; 600; 1200 ppi
Media size (ADF)	ISO A4: 210 x 297 mm (8.3 x 11.7 in); JIS B5: 182 x 257 mm (7.2 x 10.1 in); ISO B5: 176 x 250 mm (7.0 x 9.9 in); ISO A5: 148 x 210 mm (5.8 x 8.3 in); ISO A6: 105 x 148 mm (5.8 x 4.1 in); ISO A7: 74 x 104 mm (2.9 x 4.1 in); ISO A8: 52 x 74 mm (2.0 x 2.9 in); Custom: 5.08 x 7.36 cm to 21.6 x 309.9 cm (2.0 x 2.9 in to			

				8.5 x 122 in)	
			Compatible Operating Systems	Microsoft® Windows® (10, 8.1, 7 and upto latest version); MacOS (Catalina 10.15, Mojave 10.14, High Sierra 10.13).	
			Processor speed	ARM-1176 666 MHz	
			Memory	512 MB	
			Connectivity, standard	Ethernet 10/100 Base-Tor Better, USB 3.0, Wi-Fi 802.11 b/g/n, Wi-Fi Direct	
			Wireless capability	Yes, Wi-Fi 802.11 b/g/n, Wi-Fi Direct	
			Power	Input Voltage range: 90 - 264 VAC, Rated Frequency: 50 - 60HZ, Worldwide use	
			Power supply type	External power adapter	
			Warranty	Minimum 1 Year	
Lot #12	Wireless mouse	14	Wireless Connection : 2.4GHz via USB Dongle		
			Multi-OS compatibility		
			1,000 DPI for smooth and accurate movements		
			With 1 Year Limited Warranty		
Lot #13	Camera with Extra Battery specific to the camera, Camera lens & Back Pack				
a)	Camera	1	Product Dimensions	7.1 x 13.5 x 8.7 cm above	
			Sensor Size	35.9 mm x 23.9 mm	
			Image Sensor Format	Full-Frame (Mirrorless)	
			Total Pixels	25.28 million	
			Batteries	1 Lithium-Ion batteries required. (included)	
			Item model number	Compatible with camera	
			Hardware Interface	802.11 b/g, Bluetooth	
			Resolution	5472 x 3648 above	
			Special Features	Image Stabilization, Bluetooth, 3 X Optical Zoom	
			Mounting Hardware	Camera Battery, Battery charger, User Manual, Warranty Card, Camera Tag	

			Standing screen display size	3 Inches
			Display Type	LCD
			Has Image Stabilisation	Yes
			Optical Zoom	3 x
			Max Resolution	24 MP above
			Optical Sensor Resolution	24 MP above
			Maximum Shutter Speed	1/8000 Seconds
			Minimum Shutter Speed	900 Seconds
			Video Capture Resolution	2160p – 4320p
			Voltage	230 Volts above
			Batteries Included	Yes
			Batteries Required	Yes
			Battery Cell Composition	Lithium Ion
			Continuous Shooting Speed	12 fps
			Connector Type	Bluetooth
			Device interface - primary	Touchscreen, Dial
			Flash Modes Description	value: Auto; Flash On; Flash Off
			Viewfinder Type	Electronic
			Has Audio Recording	Yes
			Includes Rechargeable Battery	Yes
			Has Self Timer	Yes
			Item Weight	690 g – 1 g
			Warranty	1-3 years
b)	Camera Lens ( Must be compatible with the camera)	1	Product Dimensions	89mm x 126mm above
			Mounting Hardware	1 Lens, Hood, Front Cap, Rear Cap, Case, Strap
			Has Image Stabilisation	Yes
			Optical Zoom	1 x
			Min Aperture	22
			Max Aperture	2.8
			Focal Length	24-70 mm
			Min Focal Length	35 Millimetres
			Format	Full Frame
			Batteries Included	No
			Batteries Required	No



			Form Factor	Mirrorless
			Lens Type	Zoom, Standard
			Has Auto Focus	Yes
			Includes AC Adapter	No
			Item Weight	805 g approx.
			Warranty	1-3 years
<b>c)</b>	<b>Camera Back Pack</b>	1	Product Dimensions	40 x 20 x 15 cm around
			Special Features	Waterproof, Lightweight, Water Resistant
			Mounting Hardware	Camera Backpack
			Number Of Items	1
			Material	Polyester/ Nylon
			Item Weight	800g - 900g
			Space	Separate compartments
Lot #14	Tripod	1	Product Dimensions	50 x 10 x 10 cm above
			Compatible Devices	Camera
			Material	Aluminium
			Item Weight	5kg - 7kg around
			Description	Its pan heads handle positions smoothly
				Innovative pop & unlock quick shoe
				Features a central column anti-shock ring
				Has 3-section legs
				Quick flip leg locks
			Warranty	Minimum 1 year
Lot #15	Portable LED Light Stick	1	Product Dimensions	60 x 7 x 5 cm
			Batteries	1 Lithium Ion batteries required (Optional)
			Hardware Interface	Ethernet/ Lighting
			Light Source Type	LED
			Mounting Hardware	1 x Body 1 x Reflector 1 x Charger 1 x Portable Bag.
			Standing screen display size	20- 30 Inches
			Wattage	18 Watts above
			Batteries Included	Yes (Optional)
			Batteries Required	Yes (Optional)
			Battery Cell Composition	Lithium Ion (Optional)
			Includes Rechargeable Battery	Yes (Optional)
			Item Weight	800- 900 g

			Warranty	Minimum 1 year	
Lot #16	Wireless Microphone System	1	Product Dimensions	1 x 4 x 4cm	
			Batteries	2 Lithium Ion batteries required. (included)	
			Colour	Black	
			Connector	USB	
			Hardware Interface	USB	
			Battery Type	Lithium Ion	
			Power Source	Battery Powered	
			Battery Life	7 hours plus	
			Contents	1 unit single-channel receiver, 1 unit transmitter, 1 units SC5 cable (3 mm – 4 mm TRS to TRS), 2 units USB-C cables, 2 units furry windshields, 1 unit Carry Storage Pouch	
			Description	<ul style="list-style-type: none"> <li>· Portable, compact single-channel wireless microphone system</li> <li>· Series IV 2.4GHz digital transmission with 128-bit encryption, for impressive reliability in congested environments</li> <li>· Optimized for short-range operation in crowded conditions</li> <li>· Transmitters can be used with a lav or headset mics, or on their own Box</li> </ul>	
Warranty	Minimum 1 year				
Lot #17	2 TB Hard Disk Drive	2	Digital Storage Capacity	2000 GB	
			Hard Drive Size	2 TB	
			Hard Drive Interface	USB 3.0	
			Hardware Platform	Laptop, PC	
			Compatible Devices	Laptop, Desktop	
			Special Features	Compact	
			Mounting Hardware	Portable Drive external storage; USB cable; Quick start guide	
			Data Transfer Rate	120 Megabits Per Second or above	
			Total Usb Ports	1	
			Connector Type	USB	
			Form Factor	Portable	
			Warranty	Minimum 1 year	

Lot #18				
Lot #18	Head Phone	4	Connectivity Technology	Wireless
			Wireless Communication Technology	Bluetooth
			Special Feature	MULTIPOINT PAIRING
			Charging Time	minimum 3 Hours
			Compatible Devices	All Bluetooth Devices, Laptops, Mobile Phones, Tablets, PC, Smart TVs, iOS, Android
			Net Quantity	1 Count
			Control Method	Voice
			Battery Life	upto 50 Hours
			Bluetooth Range	10 Metres
			Bluetooth Version	5.2
			Product Dimensions	17.39 x 4.48 x 19.72 cm; 147 g
			Batteries	1 Lithium Polymer batteries required. (included)
			Microphone format	Built-In
			Batteries Included	Yes
			Batteries Required	Yes
			Battery cell composition	Lithium Ion
			Includes Rechargeable Battery	Yes
Warranty	Minimum 1 year			

## Section X: Conditions of Contract

### **1. Definitions**

- 1.1 In this contract, the following terms shall be interpreted as indicated:
- a) "The Contract" means the agreement entered into between the Purchaser and the Supplier, as recorded in the Contract Form Signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein;
  - b) "The Contract Price" means the price payable to the Supplier under the contract for the full and proper performance of its contractual obligation;
  - c) "The Goods" means Equipment and related Accessories and spare-parts which the Supplier is required to supply to the Purchaser under the contract;
  - d) "Services" means services ancillary to the supply of the goods such as transportation and insurance including the installation, commissioning and the operational and maintenance training of the supplied equipment.
  - e) "The Purchaser" means the organization purchasing the goods;
  - f) "The Supplier" means the individual or firm supplying the goods and services under this contract.

### **2. Technical Specification**

- 2.1 The goods supplied under this contract shall conform to the standards mentioned in the Technical Specification.

### **3. Patent Right**

- 3.1 The Supplier shall indemnify the Purchaser against all third-party claims of infringement of patent, trademark or industrial design rights arising from use of goods or any part thereof in the Purchaser's country.

### **4. Inspection and Tests**

- 4.1 The Purchaser or its Representative shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specification and the quality of performance after the supply and delivery of good to Purchaser's premises.
- 4.2 Should any inspected goods fail to conform to the specifications, the Purchaser may reject them and the Supplier shall either replace the rejected Goods or make all alterations necessary to meet specification requirements free to the Purchaser.

### **5. Packing**

- 5.1 The Supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to

their final destination as indicated in the contract.

- 5.2 The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage.
- 5.3 Packing case, size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 5.4 The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided in accordance with international standard and practice.

## **6. Delivery of Goods**

- 6.1 Delivery of the goods shall be made by the Supplier in accordance with the terms specified by the Purchaser in its schedule of requirements.

## **7. Insurance**

- 7.1 The goods supplied under the contract shall be fully insured in the currency of the bid price against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified.
- 7.2 Where delivery of the goods is required by the Purchaser on a CIF or CIP basis to a specified destination, the Supplier shall arrange and pay for insurance, naming the Purchaser as the Beneficiary and the Supplier shall be required to meet all transport and storage expenses until delivery.

## **8. Warranty**

- 8.1 The Supplier warrants that all the goods supplied under the contract shall fully comply with the specification laid down in the contract.
- 8.2 The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models and incorporate all recent improvements in design and materials unless provided otherwise in the Contract.
- 8.3 The following time limit for warranty shall apply:  
Standard Warranty: Transfer of the manufacturer's normal warranty conditions and time (usually 6 months to 2 years) on materials, tools and simple machinery to the Purchaser, and representation of the Purchaser is case of warranty claims.
- 8.4 The Purchaser shall promptly notify the Supplier in writing of any claims arising under this warranty.
- 8.5 Upon receipt of such notice, the Supplier shall, within 30 days replace the defective goods without cost to the Purchaser. The Supplier will be required to remove, at its own risk and cost, the

defective goods.

## **9. Payment**

- 9.1 Payment for goods supplied from within 30 days shall be made in Indian Rupees into the bank accounts of the selected supplier after the delivery, installation and commissioning of goods to the satisfaction of the Purchaser.
- 9.2 The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by the invoice describing, as appropriate, the Goods delivered and by the shipping documents and, upon fulfilment of other obligations stipulated in the Contract.
- 9.3 Payment shall be made promptly by the Purchaser within thirty (30) days of submission of an invoice/claim by the Supplier.

## **10. Prices**

- 10.1 Prices charged by the Supplier for goods delivered under the contract shall not vary from the prices quoted by the Supplier in its sealed quotation.

## **11. Liquidated Damages**

- 11.1 If the Supplier fails to deliver any or all of the goods within the time period specified in the contract, the Purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 1.0 percent of the contract price of delayed goods for each week of delay until actual delivery, up to a maximum deduction of 10 percent of the delayed goods' contract price. Once the maximum is reached, the Purchaser may consider termination of the contract.

## **12. Resolution of Disputes**

- 12.1 The Purchaser and Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the contract.
- 12.2 If, after thirty (30) days from the commencement of such informal negotiation, the Purchaser and Supplier have been unable to resolve amicably a contract dispute, it shall be referred by either party to an adjudicator agreed by the parties. In the event of disagreement, the adjudicator shall be appointed in accordance with the Laws and Rules of Purchaser's Country.

## **13. Language**

- 13.1 The Governing Language of this contract shall be English.

## **14. Applicable Law**

- 14.1 The applicable law shall be the Law of Purchaser's Country.

## 16. Taxes and Duties

- 16.1 The Supplier shall be entirely responsible for all taxes, duties, license fees and other such levies imposed by the Government of Meghalaya.
- 16.2 All taxes, duties, license fees and other such levies are to be listed **separately** on the invoices.

## 18. Insurance, Reimbursements, guarantee or similar claimable payments

- 18.1 Any reimbursements guarantee or similar claimable payments and any insurance payments shall be paid to KfW, Frankfurt am Main (BIC: KFWIDEFF, IBAN: DE53 5002 0400 3800 0000 00), in the case of financing from project funds for the account of the Employer, stating the BMZ number or the KfW order number as a reference.

If such payments are made in local currency, they shall be remitted to a special account of the Recipient in the country of the Recipient, which may be drawn on only with the consent of KfW. Such funds may be re-utilized for the execution of the Project with KfW's consent.

## 19. Fraud and Corruption

- 19.1 The Government requires that the Employer, as well as Bidders and Contractors shall observe the highest standard of ethics during the implementation of procurement proceedings and the execution of contracts under public funds.

- 19.2 In pursuance of this requirement, the Employer shall:

- a) exclude the Bidder from participation in the procurement proceedings concerned or reject a quotation/bid for award;
- b) if it, at any time, determines that the Bidder has engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, a contract under public funds.

- 19.3 Should any corrupt, fraudulent, collusive or coercive practice of any kind as well as provision in the clause 3.4 come to the knowledge of the Employer, it shall, in the first place, allow the Bidder to provide an explanation and shall, take actions only when a satisfactory explanation is not received. Such exclusion and the reasons thereof, shall be recorded in the record of the procurement proceedings and promptly communicated to the Bidder concerned. Any communications between the Bidder and the Employer related to matters of alleged fraud or corruption shall be in writing.

- 19.4 The Government defines, for the purposes of this provision, the terms set forth below as follows:

- a) **“Corrupt Practice”** means offering, giving, or promising to give, directly or indirectly, to any officer or employee of a Procuring Entity or other governmental/private authority or individual, a gratuity in any form, an employment, or any other thing or service of value, as an inducement with respect to an act or decision of, or method followed by, a Procuring

Entity in connection with the procurement proceeding;

- b) **“Fraudulent Practice”** means a misrepresentation or omission of facts in order to influence a procurement proceeding or the execution of a contract to the detriment of the Purchaser;
- c) **“Collusive Practice”** means a scheme or arrangement among two or more Bidders, without the knowledge of the Purchaser (prior to or after Bid submission), designed to establish Bid prices at artificial, non-competitive levels and to deprive the Purchaser of the benefits of free, open and genuine competition; and
- d) **“Coercive Practice”** means harming or threatening to harm, directly or indirectly, persons or their property to influence the procurement proceedings, or affect the execution of a contract.
- e) **“Obstructive Practice”** is
  - 1) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede the Government investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or
  - 2) acts intended to materially impede the exercise of the Government’s inspection and audit rights.

19.5 The Government requires that the Employer’s personnel have an equal obligation not to solicit, ask for and/or use coercive methods to obtain personal benefits in connection with the said proceedings.



**Section XI: Contract Form**

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 2024 between  
XXXX (hereinafter called "the Purchaser") of the one part and  
\_\_\_\_\_ (hereinafter called "the Supplier") of the  
other part:

WHEREAS the Purchaser invited bids for certain goods and ancillary services, viz.,

**Procurement of IT Equipment-Phase-II under KfW – RFQ No: MBMA/KfW/IT Equipment/.../G-1(a)/2024-25/**

and has accepted a bid by the Supplier for the supply of those goods in the sum of  
\_\_\_\_\_ LAKH (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - a) Quotation Form and the Price Schedule submitted by the Supplier;
  - b) The Schedule of Requirements;
  - c) The Technical Specifications;
  - d) The Conditions of Contract; and
  - e) The Purchaser's Notification of Award.
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the Contract

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

On behalf of the Purchaser

On behalf of the Supplier

Name:

Name:

Designation:

Designation:

Sign:

Sign:

Seal:

Seal: