## Institute for Studies in Industrial Development (ISID)

*(An Autonomous, ICSSR-supported Research Institute)*

4, Institutional Area, Vasant Kunj, New Delhi – 110 070

Website: www.isid.org.in | Email: purchase@isid.org.in


# TENDER DOCUMENT

for

## SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF LAPTOPS, DESKTOP COMPUTERS, MONITORS, KEYBOARDS-MOUSE COMBOS AND Mac BOOK AIR

| | |
|---|---|
| **Tender Reference No.** | ISID/440/2026/IT/01 |
| **Date of Issue** | [Insert Date] |
| **Mode of Tender** | e-Tender (Two-Bid System) through Central Public Procurement (CPP) Portal – www.eprocure.gov.in |

ISID/440/2026/IT/01

## SECTION – 1: GENERAL INFORMATION

Institute for Studies in Industrial Development (ISID) (hereinafter referred to as the "Institute") invites online bids (e-tender) under the Two-Bid System from Original Equipment Manufacturers (OEMs), their Authorized Dealers/System Integrators (hereinafter referred to as "bidders") for the Supply, Installation, Testing & Commissioning of Laptops, Desktop Computers, Monitors and Keyboard-Mouse Combos and Mac Book Air for the Institute's campus at Vasant Kunj, New Delhi, as stated under IMPORTANT INFORMATION below.

### 1.1 Instructions to the Bidder

This Tender Document has been published on the Central Public Procurement Portal (hereafter "CPP Portal") (URL: https://eprocure.gov.in/eprocure/app) and on the Institute's website (www.isid.org.in), and may be downloaded from the said websites/portal. Bidders are required to submit soft copies of their bids electronically on the CPP Portal using valid Digital Signature Certificates within the last date of online bid submission stated under IMPORTANT INFORMATION below. No manual bids will be accepted. Bidders are requested to check for corrigenda from time to time on the CPP Portal.

Disclaimer: The purpose of this Tender Document is to provide bidders with information to assist them in participating in this tender process. It does not purport to contain all information a bidder may require, and does not constitute a complete or authoritative statement of law. The Institute, its employees and associated agencies accept no responsibility for the accuracy of any interpretation or opinion on law expressed herein. Any provision of this NIT marked "Not Applicable" in Annexure-IV shall be treated as null and void and may be ignored for all purposes. Please read this document carefully before submitting a bid.

### 1.2 Important Information

| | |
|---|---|
| **NIT Ref. No.** | ISID/440/2026/IT/01 |
| **Item Description** | Supply, Installation, Testing & Commissioning of Laptops, Desktop Computers, Monitors and Keyboard-Mouse Combos and Mac Book Air as per specifications given in Annexure-IV, in the quantities set out in the Bill of Quantities (BoQ). |
| **Period of Standard Warranty** | 3 (Three) Years for Desktop Computer and Monitor; 1 (One) Year for Laptop and for Keyboard-Mouse Combo — from the date of installation/acceptance. |
| **Tender Type** | Open Tender. Class-I local supplier and Class-II local supplier are invited, in accordance with the Public Procurement (Preference to Make in India) Order, 2017. |
| **No. of Covers** | Two-Bid System (Technical Bid and Financial Bid), as per Rule 163 of GFR 2017. |
| **Method of Evaluation (Item-wise Technical Evaluation Allowed)** | Yes — evaluation and L1 determination shall be carried out item-wise for each of the four item categories (Laptop, Desktop, Monitor, Keyboard-Mouse Combo & Mac Book Air). |
| **Date of Publication of Tender** | 07.10.2026 at 5 pm |
| **Pre-Bid Conference, if any** | NA |
| **Last Date of Online Bid Submission** | 27.10.2026 up to 11:00 PM |
| **Date of Opening of Technical Bid** | 27.10.2026 at 3:30 PM |
| **Earnest Money Deposit (EMD)** | Exempted, subject to submission of a signed Bid Securing Declaration as per Annexure-IX, in accordance with Rule 170(iii) of GFR 2017. |

### 1.3 Contact Information

For any queries regarding the tender document, including its terms and conditions or technical specifications, bidders may contact tender@isid.org.in.

## SECTION – 2: GENERAL TERMS & CONDITIONS

### 2.1 The Bid

Bidders are requested to submit the online bid in two parts, as stated below:

| | |
|---|---|
| **Part – I** | Technical Bid |
| **Part – II** | Financial Bid |

### 2.2 Technical Bid

The Technical Bid shall contain scanned copies of original documents in PDF format, comprising the following, duly certified by the bidder:

- Technical Bid on the bidder's letterhead, clearly indicating the item(s) offered, Make, Model, HSN Code, Part Number and other relevant product details, together with all applicable commercial and contractual terms (warranty, delivery period, payment terms, name of the supplier in whose favour the Purchase Order is to be issued). The bid should be supported by printed technical leaflets/literature of the quoted model, with the quoted model clearly identified/highlighted therein.
- Copy of valid Trade Licence, PAN, GST Registration Certificate with the latest GST return, and Income Tax Returns for any three consecutive financial years out of the last four financial years.
- Acceptance of Tender as per Annexure-I.
- Manufacturer's Authorization Form (MAF) as per Annexure-II.
- Bidder Information Form as per Annexure-III.
- Compliance Statement of Specification, Special Terms & Conditions and other requirements as per Annexure-IV. Technical bids shall be evaluated based on compliance with the requirements specified in Annexure-IV.
- Statement of Previous Supply Orders/Performance Statement as per Annexure-V, supported by copies of orders and installation/performance certificates.
- Self-declaration as per Annexure-VI regarding category of supplier (Class-I local supplier / Class-II local supplier / Non-local supplier) in pursuance of the Public Procurement (Preference to Make in India) Order, 2017.
- No Relationship Certificate as per Annexure-VII.
- Integrity Pact as per Annexure-VIII, wherever the estimated cost of procurement is ₹1.00 Crore or more — Not Applicable to the present tender (estimated value below ₹1.00 Crore).
- Bid Securing Declaration as per Annexure-IX.
- Certificate for Compliance of Rule 144(xi) of GFR 2017 as per Annexure-XI.
- Certificate of Price Reasonability as per Annexure-XII.
- Annual Turnover Statement as per Annexure-XIII. The average annual financial turnover of the bidder during any three consecutive financial years out of the last four financial years should be at least ₹10,00,000/- (Rupees Ten Lakh only).

Non-compliance of the above shall be treated as an incomplete/ambiguous bid and may be rejected without an opportunity for clarification/negotiation. A bid may be declared unresponsive and ignored if the bidder has quoted conditional, more than one, or alternative bids, unless explicitly permitted.

### 2.3 Financial Bid

The Financial Bid shall be submitted on the CPP Portal only in the given Bill of Quantities (BoQ) Excel format. In addition, a detailed financial break-up as per the Price Bid Format at Annexure-XIV should be uploaded, on the letterhead of the bidder, in PDF format. No manual or other form of submission of the Financial Bid will be entertained.

Where Item-wise Technical Evaluation is marked as Yes (as under Important Information above), evaluation shall be carried out on an item-wise basis, and the lowest (L1) bidder for each of the four item categories may be considered for further processing. In case a bidder fails to quote for a particular item, the same shall not be considered for that item during evaluation, unless otherwise specified.

Prices shall be quoted on F.O.R. destination (Institute's premises, New Delhi) basis, inclusive of all applicable taxes, duties, freight, insurance, loading/unloading and installation charges, unless separately indicated in the BoQ. The bidder shall show the amount for each item, the total of each section, and the grand total of the whole tender, and in the event of any discrepancy between the price quoted in the BoQ on the CPP Portal and the price indicated in the supporting PDF document, the bid shall be liable for rejection; the decision of the Tender Committee, as approved by the Competent Authority, shall be final and binding.

Bidders are requested to quote the **Educational Institutional Price / best discounted price** applicable, as the Institute is eligible for the same.

Controlled Price/MRP: The price quoted shall not be higher than any controlled price fixed by law, if any, nor exceed the Maximum Retail Price (MRP), save for special reasons stated in the bid. Undue profiteering: if the price quoted is higher than any applicable controlled price, the bidder shall specifically state the reasons in its bid.

### 2.4 Addendum /Corrigendum to Tender

Before the deadline for submission of bids, the Institute may amend, modify or supplement this Tender Document by issuing a corrigendum/addendum, published in the same manner as the original Tender Document. It is the bidder's responsibility to check the CPP Portal for any corrigendum/addendum. The Institute may, where necessary, suitably extend the bid submission deadline to allow bidders reasonable time to take such corrigendum/addendum into account.

### 2.5 Evaluation of Bids

On or after the due date, Technical Bids shall be opened and evaluated by a Technical Committee duly constituted by the Institute, as per this NIT and any corrigenda/addenda issued, to determine whether a bid is substantially responsive to the requirements set forth in the tender. The Committee may seek additional information/clarification from bidders where required; such information, together with the bids already received, shall be evaluated together as above.

The decision of the Institute in respect of Technical Evaluation shall be final and binding.

Financial Bids of only the technically qualified bidders shall be opened. The Institute reserves the right to accept or reject any or all bids, or to abandon/cancel the tender process and issue another tender for the same or similar goods, at any time before the award of contract, without any liability or obligation to inform the affected bidder(s) of the grounds for such action.

Suo motu discounts: Conditional discounts/rebates offered after tender opening shall not be considered for ranking the offer; however, if such a bidder becomes L-1 without the discount/rebate, the discount/rebate shall be availed and incorporated into the contract.

## SECTION – 3: OTHER TERMS & CONDITIONS

### 3.1 Bid Validity

The quoted price shall remain valid for a period of 60 days from the date of opening of the Financial Bid. The Institute may issue the Purchase Order within this period of bid validity.

### 3.2 Delivery

The time and date for delivery of the goods stipulated in the contract, or as extended, shall be of the essence of the contract. Delivery, installation, testing and commissioning must be completed **within 21 (Twenty One) days** from the date of issue of the Purchase Order, unless a different period is found reasonable and accepted by the Institute.

Terms of Delivery: Delivery shall be F.O.R. Institute's premises, Vasant Kunj, New Delhi. Goods shall not be deliverable on Sundays/public holidays or outside designated working hours without prior written permission of the Institute. Part supplies are not permitted unless expressly stipulated in the NIT/Purchase Order or approved through the Institute's prior written consent.

Notification of delivery/dispatch (Invoice, Challan, e-Way Bill, etc.) shall be made to the Institute immediately on dispatch.

Extension of Delivery Period: Where the selected bidder encounters conditions hindering timely delivery, it shall promptly inform the Institute in writing, with likely duration, and request an extension. The Institute may, at its discretion, agree to extend the delivery schedule, with or without liquidated damages, by issuing an amendment to the contract.

### 3.3 Liquidated Damages

0.5% (half percent) per week of the order value shall be applicable for belated supply, towards liquidated damages, subject to a maximum of 10% of the order value beyond the due date. This amount shall be deducted from any amount due or which may become due to the supplier.

### 3.4 Denial Clause

No increase in price on account of any statutory increase in, or fresh imposition of, GST, customs duty or any other tax/duty/cess/levy taking place after the original delivery date shall be admissible on goods delivered after that date. The Institute shall be entitled to the benefit of any decrease in price arising from a reduction in such taxes/duties taking place after the expiry of the original delivery date.

### 3.5 Performance Security

The selected bidder shall submit Performance Security in the form of an unencumbered Bank Guarantee (Annexure-X) issued by a Nationalised/Scheduled Bank, for **5% (five percent) of the order value, within 7 days** from the date of issue of the Purchase Order, wherever the order value is ₹5,00,000/- or more. The Bank Guarantee should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the selected bidder, including warranty obligations — i.e., broadly, Delivery Period + Warranty Period + 2 months + 1 month.

If the selected bidder fails to furnish Performance Security within the specified period, the Institute may, at its discretion, annul the award, enforce the Bid Securing Declaration, and take other administrative action, including removal from the list of registered suppliers. Any form of Performance Security stipulated in Rule 171 of GFR 2017 is acceptable. In the event of a breach of contract, the Institute shall invoke/encash the Performance Security, which shall be treated as forfeited. Performance Security shall be refunded/released without interest after due performance and completion of the contract.

### 3.6 Earnest Money Deposit

Bidders shall sign a Bid Securing Declaration as per Annexure-IX, in lieu of Earnest Money Deposit, as per Rule 170(iii) of GFR 2017.

### 3.7 Payment

Payment shall be made within 30 days of successful supply, installation, testing, commissioning and acceptance of the goods at the Institute's premises, subject to submission of the Performance Security as per Clause 3.5 above and the requisite invoice/documents. **No advance payment shall be made.**

### 3.8 Installation, Training and After-Sales Service

Installation of the supplied goods shall be carried out at the Institute's site, with all necessary instruments, accessories, tools and manpower, at the cost of the successful bidder. Basic training on operation and routine maintenance shall be provided to Institute staff after installation, as needed. Bidders should indicate the service set-up available in the National Capital Region and their capability to provide after-sales service.

### 3.9 Site Preparation

The supplier shall inform the Institute of any site preparation required for installation, immediately on receipt of the Purchase Order, and shall provide complete details of space and infrastructural requirements to enable timely installation.

### 3.10 Downtime

During the warranty period, if a reported problem is not resolved within three working days, a penalty may be imposed as deemed fit by the Institute. Downtime shall be counted from the date and time of filing of the complaint within business hours.

### 3.11 Amalgamation/Acquisition

Should the Manufacturer/Supplier undergo amalgamation, merger, acquisition, restructuring, transfer or sale of business during the currency of the contract, the successor/transferee/acquiring entity shall assume full responsibility for due performance of the contract, including supply, installation, warranty and after-sales support obligations.

### 3.12 Public Procurement (Preference to Make in India) Order

The Institute has adopted and will comply with the Public Procurement (Preference to Make in India) Order, 2017 (DPIIT, MoCI, and subsequent revisions). Suppliers are classified as: Class-I local supplier (local content > 50%); Class-II local supplier (local content > 20% but < 50%); Non-local supplier (local content ≤ 20%). Bidders shall self-certify their category and the location(s) of local value addition as per Annexure-VI. False declarations will be treated as a breach of the Code of Integrity under Rule 175(1)(i)(h) of GFR 2017.

### 3.13 Restrictions under Rule 144(xi) of GFR 2017

Any bidder from a country sharing a land border with India shall be eligible to bid only if registered with the Competent Authority (as per Ministry of Finance Order dated 23 July 2020 and Rule 144(xi) of GFR 2017). Bidders shall submit the certificate at Annexure-XI, along with supporting documents where applicable.

### 3.14 Force Majeure

The Supplier shall not be liable for forfeiture of Performance Security, liquidated damages, or termination for default to the extent that a delay in performance results from an event of Force Majeure — an event beyond the Supplier's control, not involving its fault/negligence, and not foreseeable (including acts of the Institute, wars, fires, floods, epidemics, quarantine restrictions and freight embargoes). The Supplier shall promptly notify the Institute in writing of such conditions within a week of commencement, with reasonable evidence. If the Force Majeure condition persists for 90 days or more, either party may terminate the contract on 14 days' written notice, without either party claiming damages except those accrued before termination.

### 3.15 Resolution of Disputes, Jurisdiction and Governing Language

Disputes arising out of or connected with this tender/contract shall, in the first instance, be referred to the Director, Institute for Studies in Industrial Development (ISID), or a person appointed by him/her, for sole arbitration under the Arbitration and Conciliation Act, 1996, and the rules thereunder. The award of the arbitrator shall be final, conclusive and binding on all parties. Legal disputes shall be subject to the jurisdiction of the courts at New Delhi.

### 3.16 Termination for Default

The Institute may, without prejudice to any other remedy, terminate the contract in whole or in part, by written notice of default, if the Supplier fails to deliver any or all of the goods within the specified/extended period, fails to perform any other obligation under the contract, or is found to have engaged in corrupt or fraudulent practices in competing for or executing the contract. In such event, the Institute may procure similar goods from elsewhere and recover any excess cost from the Supplier, who shall continue to perform the un-terminated part of the contract.

## ANNEXURE – I

### ACCEPTANCE OF TENDER

*(On company letterhead, along with supporting documents, if any)*

Tender Ref. No.: ISID/440/2026/IT/01

To

The Director

Institute for Studies in Industrial Development (ISID)

4, Institutional Area, Vasant Kunj, New Delhi – 110 070

I/We* (name and designation of the bidder) on behalf of (name of the organization/company) have downloaded/obtained the tender document(s) for the above-mentioned tender from the website(s), namely https://eprocure.gov.in/eprocure/app. I/We* hereby certify that I/we* have read the entire terms and conditions of the tender documents from Page No. ____ to ____ (including all annexures, schedules, specifications, terms and conditions), which form part of the contract agreement, and I/we* shall abide by the terms/conditions/clauses contained therein. Any corrigendum(s) issued from time to time have also been taken into consideration while submitting this acceptance letter.

I/We* hereby unconditionally accept all the tender conditions of the above-mentioned tender document(s)/corrigendum(s) in its totality/entirety. I/We* solemnly declare that we (including our affiliates or subsidiaries or constituents):

- are not insolvent, in receivership, bankrupt or being wound up, and our business activities are not suspended nor are we the subject of legal proceedings for any of these reasons;
- do not stand declared ineligible/blacklisted/banned/debarred by any Procuring Organisation or its Ministry/Department from participation in tender processes; and are not convicted, within three years preceding the last date of bid submission, of any offence relevant to this tender; we have neither changed our name nor created a new 'Allied Firm' consequent to any such disqualification;
- fulfil any other additional eligibility condition prescribed in this Tender Document;
- have no conflict of interest which substantially affects fair competition; the prices quoted are competitive and without adopting any unfair/unethical/anti-competitive means, and no attempt has been or shall be made to induce any other bidder to submit or not submit an offer so as to restrict competition.

Restrictions on procurement from bidders from a country sharing a land border with India under Rule 144(xi) of GFR 2017: I/We* certify that we are not from such a country, or if from such a country, we are registered with the Competent Authority (copy enclosed); and I/We* shall not subcontract any work to a bidder from such a country unless such bidder is registered with the Competent Authority.

I/We* also certify that the above information is true and correct, and that if at a later date any details provided above are found incorrect, any contract awarded to the above firm may be summarily terminated and the firm blacklisted.

(Signature with date) ……..

(Name and Designation) ……..

Duly authorized to sign the bid for and on behalf of ……

*[Name & address of Bidder and seal]*

**Please delete as applicable.*

## ANNEXURE – II

### MANUFACTURER'S AUTHORIZATION FORM (MAF)

*(On OEM letterhead, along with supporting documents, if any)*

Tender Ref. No.: ISID/440/2026/IT/01

To

The Director

Institute for Studies in Industrial Development (ISID)

4, Institutional Area, Vasant Kunj, New Delhi – 110 070

We, _____, are the proven and reputable manufacturers of the tendered goods, with factories at _____. We hereby authorize M/s. _____ (name and address of the authorized dealer) to submit a bid, process the same and enter into a contract with you against the above-referenced tender, for supply of the goods manufactured by us. Their registration number with us is _____, dated/since _____.

We further confirm that no bidder or firm/individual other than M/s. _____ (name and address of the above-authorized dealer) is authorized for this purpose.

As principals, we commit to extend our full support for warranty obligations, as applicable under this Tender Document, for the goods offered for supply by the above firm.

It is certified that the products, technologies, components and services offered under this bid are of the latest version and have not reached end-of-life. It is further certified that spare parts and services for the products offered shall be available for 8–10 years.

Our details are as under:

Name of the Company: ……

Complete Postal Address: ……

Pin Code: …… Telephone No.: ……

Mobile No.: …… Email ID: ……

Contact Person/Designation: ……

(Signature with date) ……..

(Name and Designation) ……..

for and on behalf of M/s. ……

*[Name & address of Bidder and seal]*

## ANNEXURE – III

### BIDDER INFORMATION FORM

*(On company letterhead, along with supporting documents, if any)*

Tender Ref. No.: ISID/440/2026/IT/01

*Note: The bidder shall fill in this form following the instructions below. No alterations to its format shall be permitted, and no substitutions shall be accepted. The bidder shall enclose certified copies of documentary proof, wherever necessary. Wrong or misleading information shall be treated as a violation of the Code of Integrity and may lead to rejection of the bid, in addition to other punitive action.*

**Bidder Particulars**

Name of the Company: ……

Corporate Identity No. (CIN), if any: ……

Valid Trade Licence No.: ……

GeM Supplier ID (mandatory at the time of placement of contract, if registered): ……

Place of Registration/Principal Place of Business: ……

Complete Postal Address: ……

Pin Code: …… Telephone No.: ……

Mobile No.: …… Email ID: ……

Contact Person/Designation: ……

**Company's Legal Status (tick as applicable)**

- Limited Company
- Undertaking
- Joint Venture
- Partnership
- Sole Proprietorship
- Others

**Company Category (tick as applicable, per MSME classification)**

- Micro Unit
- Small Unit
- Medium Unit
- Not Applicable / Others

**Taxation Registrations**

PAN Number: ……

GST Registration Type (Normal Taxpayer/Composition/Casual Taxable Person, etc.): ……

GSTIN: ……

We solemnly declare that our GST rating on the GST portal is not negative/blacklisted.

*Documents to be submitted: self-attested copies of PAN card and GST Registration Certificate.*

**Authorization of Person(s) Signing the Bid**

Full Name: ……

Designation: ……

Signing as (tick one): a sole proprietor/constituted attorney of a sole proprietorship firm ☐ a duly authorized partner of a partnership firm ☐ a constituted attorney of a company, by Board Resolution/Memorandum of Association ☐

*Documents to be submitted: Registration Certificate/Memorandum of Association/Partnership Agreement/Power of Attorney/Board Resolution, as applicable.*

(Signature with date) ……..

(Name and Designation) ……..

Duly authorized to sign the bid for and on behalf of ……

*[Name & address of Bidder and seal]*

## ANNEXURE – IV

### COMPLIANCE STATEMENT OF SPECIFICATION, SPECIAL TERMS & CONDITIONS, AND OTHER REQUIREMENTS

*(On company letterhead, along with supporting documents, if any)*

**ITEM DETAILS: SUPPLY AND INSTALLATION OF LAPTOPS, DESKTOP COMPUTERS, MONITORS AND KEYBOARD-MOUSE COMBOS and Mac Book Air.**

Tender Ref. No.: ISID/440/2026/IT/01

To

The Director

Institute for Studies in Industrial Development (ISID)

4, Institutional Area, Vasant Kunj, New Delhi – 110 070

### PART A: COMPLIANCE OF COMMERCIAL TERMS & CONDITIONS AND PURCHASE NORMS

| REQUIREMENT | COMPLIANCE / DEVIATION (YES / NO / COMMENT) |
|---|---|
| Quoted the make and model of each item offered. | |
| The OEM must have a dedicated service centre/authorized service partner within the National Capital Region (NCR). Address, support contact number and documentary proof to be submitted. | |
| Submitted Technical Bid on bidder's letterhead. | |
| Submitted copy of valid Trade Licence, PAN, GST Certificate, and Income Tax Returns for any three consecutive financial years out of the last four financial years. | |
| Submitted Acceptance of Tender as per Annexure-I. | |
| Submitted Manufacturer's Authorization as per Annexure-II. | |
| Submitted Bidder Information Form as per Annexure-III. | |
| Submitted Compliance Statement of Specification and other requirements as per Annexure-IV. | |
| Submitted Statement of Previous Supply Orders/Performance Statement as per Annexure-V. | |
| Self-declaration as per Annexure-VI (Make in India category). | |
| Submitted No Relationship Certificate as per Annexure-VII. | |
| Submitted Integrity Pact as per Annexure-VIII (estimated cost ₹1.00 Crore and above). | Not Applicable |
| Submitted Bid Securing Declaration as per Annexure-IX. | |
| Submitted Certificate for Compliance of Rule 144(xi) of GFR 2017 as per Annexure-XI. | |
| Submitted Certificate of Price Reasonability as per Annexure-XII. | |
| Submitted Annual Turnover Statement as per Annexure-XIII. | |
| Submitted Price Bid Format (Financial Bid) as per Annexure-XIV. | |
| Financial Bid uploaded in the given BoQ Excel format on the CPP Portal. | |

**PART B: COMPLIANCE OF SPECIFICATION / SCOPE OF SUPPLY AS PER NIT**

*Note: The quantities and estimated rates below are as per the Bill of Quantities (BoQ) circulated with this tender. Where the bidder proposes a model other than the reference model cited, it must be "significantly equivalent" or better in respect of every parameter listed, and supported by technical literature as required under Clause 2.2 of Section 2.*

## B.1 LAPTOP (7 Nos.)

| Sl. | Parameter | Required Specification | Specification Offered by Bidder | Compliance (Y/N) |
|---|---|---|---|---|
| 1 | Item / Quantity | Laptop — 7 (Seven) Nos. | | |
| 2 | Processor | Intel Core Ultra 7 256V (8 Core, up to 4.80 GHz, 12 MB Cache, 17 W TDP, 47 TOPS NPU) or significantly equivalent | | |
| 3 | Memory (RAM) | 16 GB, 8533 MT/s LPDDR5x | | |
| 4 | Storage | 1 TB PCIe M.2 NVMe QLC Gen 4 (Class 25) SSD or better | | |
| 5 | Display | 14" 2.5K (2560 × 1600), 16:10 wide-view-angle, anti-glare | | |
| 6 | Graphics | Intel Arc integrated graphics or significantly equivalent | | |
| 7 | Operating System | Windows 11 Home, 64-bit, pre-installed and licensed | | |
| 8 | Warranty | 1 (One) Year OEM on-site comprehensive warranty from the date of installation; warranty status must be verifiable on the OEM website against the supplied serial number; OEM must have a dedicated toll-free support number and email support | | |

## B.2 DESKTOP COMPUTER (7 Nos.)

| Sl. | Parameter | Required Specification | Specification Offered by Bidder | Compliance (Y/N) |
|---|---|---|---|---|
| 1 | Item / Quantity | Desktop Computer —10 (Ten) Nos. | | |
| 2 | Processor | Intel Core Ultra 5 225 / Intel Core Ultra 7 265 or significantly equivalent | | |
| 3 | Memory (RAM) | 32 GB DDR5-5600 MT/s (2 × 16 GB) | | |
| 4 | Graphics | Integrated Graphics | | |
| 5 | Storage | 1 TB SSD, M.2 2280, PCIe Gen4 TLC Opal | | |
| 6 | Form Factor | Small Form Factor (SFF) | | |
| 7 | Power Supply | 260 W, ~90% efficiency | | |
| 8 | Operating System | Windows 11 Home, 64-bit, pre-installed and licensed | | |
| 9 | Warranty | 3 (Three) Years OEM on-site comprehensive warranty from the date of installation; warranty status must be verifiable on the OEM website against the supplied serial number; OEM must have a dedicated toll-free support number and email support | | |

### B.3 MONITOR (14 Nos.)

| Sl. | Parameter | Required Specification | Specification Offered by Bidder | Compliance (Y/N) |
|---|---|---|---|---|
| 1 | Item / Quantity | Monitor — 14 (Fourteen) Nos. | | |
| 2 | Reference Model | BenQ Eye-Care Home Office Monitor, 23.8" (Model GW2490TC) or significantly equivalent | | |
| 3 | Screen Size | 23.8" (minimum), IPS panel | | |
| 4 | Resolution | Full HD, 1920 × 1080 or higher | | |
| 5 | Eye-Care Features | Flicker-free technology and low blue-light mode, or equivalent eye-care certification | | |
| 6 | Ports | HDMI and VGA/DP connectivity (minimum) | | |
| 7 | Warranty | 3 (Three) Years OEM on-site comprehensive warranty from the date of installation | | |

### B.4 KEYBOARD-MOUSE COMBO (14 Sets)

| Sl. | Parameter | Required Specification | Specification Offered by Bidder | Compliance (Y/N) |
|---|---|---|---|---|
| 1 | Item / Quantity | Keyboard-Mouse Combo — 14 (Fourteen) Sets | | |
| 2 | Reference Model | Logitech Keyboard-Mouse Combo (Model MK950) or significantly equivalent | | |
| 3 | Connectivity | Wireless (USB receiver) or wired, as per quoted model | | |
| 4 | Compatibility | Compatible with Windows 11 and the desktop/laptop supplied under this tender | | |
| 5 | Warranty | 1 (One) Year OEM warranty from the date of installation | | |

B.5 Mac Book Air

| Sl. | Parameter | Required Specification | Specification Offered by Bidder | Compliance (Y/N) |
|---|---|---|---|---|
| 1 | Item / Quantity | Mac Book Air -2 (Two) | | |
| 2 | Reference Model | MacBook Air:- M5 chip, 13" inch, Starlight, 10-core CPU/GPU, 16-core Neural Eng, 16 GB, 1 TB with Magic Keyboard and Mouse | | |
| 3 | Warranty | 1 (One) Year OEM warranty from the date of installation | | |

(Signature with date) .....

(Name and Designation) .....

Duly authorized to sign the bid for and on behalf of .....

*[Name & address of Bidder and seal]*

## ANNEXURE – V

### STATEMENT ON PREVIOUS SUPPLY ORDERS / PERFORMANCE STATEMENT

*(On company letterhead, along with supporting documents, if any)*

Tender Ref. No.: ISID/440/2026/IT/01

To

The Director

Institute for Studies in Industrial Development (ISID)

4, Institutional Area, Vasant Kunj, New Delhi – 110 070

| Order Issued By | Order No. & Date | Qty Ordered | Qty Supplied | Price at which Supplied | Total Value of Order | Status as on Date |
|---|---|---|---|---|---|---|
| | | | | | | |
| | | | | | | |

Bidders are strictly instructed to upload the supporting order copy/contract documents, with installation and performance certificates certified by existing users/organizations of similar goods/equipment, showing credibility with entire details including order value.

**PLEASE REFRAIN FROM MASKING/HIDING PRICE INFORMATION FROM THE ORDER COPIES SUBMITTED.**

(Signature with date) ……..

(Name and Designation) ……..

Duly authorized to sign the bid for and on behalf of ……

*[Name & address of Bidder and seal]*

## ANNEXURE – VI

### SELF-DECLARATION

*(On company letterhead, along with supporting documents, if any)*

Tender Ref. No.: ISID/440/2026/IT/01

To

The Director

Institute for Studies in Industrial Development (ISID)

4, Institutional Area, Vasant Kunj, New Delhi – 110 070

With reference to the Public Procurement (Preference to Make in India) Order, 2017, DPIIT, Ministry of Commerce and Industry, Government of India, we fall under the following category of supplier for the items for which this tender has been floated (please tick the correct category):

- Class-I local supplier – has local content equal to or more than 50%
- Class-II local supplier – has local content more than 20% but less than 50%
- Non-local supplier – has local content less than or equal to 20%

We are solely responsible for the above declaration. False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of GFR 2017, for which we may be debarred for up to 2 years under Rule 151(iii) of GFR 2017, in addition to other permissible action under law.

Details of the location(s) at which local value addition is made: ……

*Note: Bidders offering an imported product fall under the category of non-local suppliers. They cannot claim Class-I/Class-II local supplier status by treating services such as transportation, insurance, installation, commissioning, training and after-sales support (AMC/CMC, etc.) as local value addition.*

(Signature with date) ……..

(Name and Designation) ……..

Duly authorized to sign the bid for and on behalf of ……

*[Name & address of Bidder and seal]*

## ANNEXURE – VII

### NO RELATIONSHIP CERTIFICATE

*(On company letterhead, along with supporting documents, if any)*

Tender Ref. No.: ISID/440/2026/IT/01

To

The Director

Institute for Studies in Industrial Development (ISID)

4, Institutional Area, Vasant Kunj, New Delhi – 110 070

I/We* hereby certify that I am/we are* related/not related* to any employee of the Institute. (If related, provide details of the employee below.)

Details, if related: ……

I/We* am/are* aware that if the above facts are subsequently proved to be false, my/our* contract will be rescinded with forfeiture of security deposit, and I/We* shall be liable to make good any loss or damage resulting from such cancellation.

I/We* also note that non-submission of this certificate will render my/our tender liable for rejection.

(Signature with date) ……..

(Name and Designation) ……..

Duly authorized to sign the bid for and on behalf of ……

*[Name & address of Bidder and seal]*

**Please delete as applicable.*

## ANNEXURE – VIII

### INTEGRITY PACT

**Not Applicable to the present tender, as the estimated cost of procurement is below ₹1.00 Crore. This Annexure is retained for reference and shall become applicable, on a non-judicial stamp paper of ₹100/-, only if the aggregate tendered value at the financial bid stage equals or exceeds ₹1.00 Crore, in which case the Institute shall separately furnish the applicable Integrity Pact format to bidders concerned.**

## ANNEXURE – IX

### BID-SECURING DECLARATION

*(To be printed on the bidder's organizational letterhead)*

Tender Ref. No.: ISID/440/2026/IT/01

To

The Director

Institute for Studies in Industrial Development (ISID)

4, Institutional Area, Vasant Kunj, New Delhi – 110 070

I/We*, the undersigned, declare that:

- I/We* understand that, as per the conditions of this tender, bids must be supported by a Bid-Securing Declaration in lieu of Earnest Money Deposit.
- I/We* understand that if I/We withdraw or modify our bid during its period of validity, or if I/We are awarded the contract and fail to sign the contract or submit Performance Security before the stipulated deadline, I/We will be suspended for a period of one year from being eligible to submit bids for any future contract of the Institute.
- I/We* understand this Bid-Securing Declaration shall cease to be valid if I am/we are* not the successful bidder, upon the earlier of (i) receipt of the Institute's notification of the name of the successful bidder, or (ii) thirty days after expiry of the validity of my/our* bid.

(Signature with date) ……..

(Name and Designation) ……..

Duly authorized to sign the bid for and on behalf of ……

*[Name & address of Bidder and seal]*

**Please delete as applicable.*

## ANNEXURE – X

### BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY

*(Ref. Clause 3.5 of Section 3)*

To
The Director,
Institute for Studies in Industrial Development (ISID),
4, Institutional Area, Vasant Kunj,
New Delhi – 110 070

Whereas _____ (name and address of the selected bidder) (hereinafter called "the Supplier") has undertaken, in pursuance of Contract/Purchase Order No. _____ dated _____, to supply _____ (description of goods) (hereinafter called "the Contract").

And whereas it has been stipulated in the said contract that the Supplier shall furnish a bank guarantee from a Commercial Bank for the sum specified therein, as security for compliance with its obligations under the contract.

And whereas we, _____ Bank, have agreed to give the Supplier such a bank guarantee:

Now, therefore, we hereby affirm that we are guarantors and responsible to the Institute, on behalf of the Supplier, up to a total of ₹_____ (Rupees _____ only), and we undertake to pay the Institute, upon its first written demand declaring the Supplier to be in default under the contract, any sum within the said limit, without the Institute needing to prove or show grounds or reasons for its demand.

This guarantee shall remain valid until the _____ day of _____, 20____, and any claim under it must be received by us at our branch at _____ on or before that date, failing which the Bank shall be discharged of all liability under this guarantee.

(Signature of the Authorized Officer of the Bank)

Name and Designation of the Officer: ……

Seal, Name and Address of the Bank and Branch: ……

## ANNEXURE – XI

### CERTIFICATE FOR COMPLIANCE OF RULE 144(XI) OF GFR 2017

*(On company letterhead, along with supporting documents, if any)*

Tender Ref. No.: ISID/440/2026/IT/01

To

The Director

Institute for Studies in Industrial Development (ISID)

4, Institutional Area, Vasant Kunj, New Delhi – 110 070

We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India, and on sub-contracting to contractors from such countries, and solemnly certify that we fulfil all requirements in this regard and are eligible to be considered. We certify that:

- we are not from such a country, or, if from such a country, we are registered with the Competent Authority (copy enclosed); and
- we shall not sub-contract any work to a contractor from such a country unless such contractor is registered with the Competent Authority.

(Signature with date) ……..

(Name and Designation) ……..

Duly authorized to sign the bid for and on behalf of ……

*[Name & address of Bidder and seal]*

**Please delete as applicable.*

## ANNEXURE – XII

### PRICE REASONABILITY CERTIFICATE

*(To be provided on company letterhead)*

Tender Ref. No.: ISID/440/2026/IT/01

Product Name: ……

It is certified that the rates quoted in our bid document are the same as, and not higher than, those quoted to other Government, public sector or private organizations. In case it is found that we have supplied or quoted a lower rate to any other Government, public sector or private organization, we shall reimburse the excess amount to the Institute.

(Seal & Signature of the Bidder)

## ANNEXURE – XIII

### ANNUAL TURNOVER STATEMENT

*(To be furnished on the letterhead of the bidder)*

Tender Ref. No.: ISID/440/2026/IT/01

| Financial Year | Annual Turnover (₹) | Annual Turnover (in Words) | Remarks, if any |
|---|---|---|---|
| | | | |
| | | | |
| | | | |

Total Turnover for the Last Three Financial Years: ……

Average Turnover for the Last Three Financial Years: ……

Declaration: I/We hereby declare that the above information is true and correct to the best of my/our knowledge and belief. If any information is found to be false at any stage, the Institute shall have the right to reject our bid.

Date: …… Place: ……

Authorized Signatory (Signature with Seal) Name: …… Designation: ……

Company Name: ……

**Chartered Accountant Certification (mandatory if turnover exceeds ₹2 Crore)**

*This is to certify that the above turnover details have been verified from the audited financial statements/records of M/s. _____ and found correct.*

*Seal & Signature of Chartered Accountant Name: …… Membership No.: …… UDIN: ……*

## ANNEXURE – XIV

### PRICE BID FORMAT (FINANCIAL BID)

Tender Ref. No.: ISID/440/2026/IT/01

To

The Director

Institute for Studies in Industrial Development (ISID)

4, Institutional Area, Vasant Kunj, New Delhi – 110 070

| Sl. No. | Item Description | Make / Brand | Model No. | HSN Code | Qty | Unit | Unit Price (₹) | Total (₹) |
|---|---|---|---|---|---|---|---|---|
| 1 | Laptop — as per Annexure-IV, Part B.1 | | | | 7 | No. | | |
| 2 | Desktop Computer — as per Annexure-IV, Part B.2 | | | | 7 | No. | | |
| 3 | Monitor — as per Annexure-IV, Part B.3 | | | | 14 | No. | | |
| 4 | Keyboard-Mouse Combo — as per Annexure-IV, Part B.4 | | | | 14 | Set | | |
| 5 | Mac Book Air – As per Annexure –IV, Part B.5 | | | | | | | |
| **Amount without Tax** | | | | | | | | |
| **Add: GST / Tax as Applicable** | | | | | | | | |
| **Gross Amount** | | | | | | | | |

#### Important Instructions to Bidders

- Please add rows if quoting for additional makes/models within an item category, if permitted.
- This Price Bid must correspond exactly to the price quoted in the BoQ uploaded on the CPP Portal; in case of any discrepancy, Clause 2.3 of Section 2 shall apply.
- Prices should be quoted on F.O.R. destination basis (Institute's premises, Vasant Kunj, New Delhi), inclusive of all applicable taxes, freight, insurance and installation charges.

Authorized Signatory (Signature with Seal)