

**Foundation for Innovation and Technology Transfer
(FITT)**

REF: FT/Equipment /2022

Date: 28th October, 2022

Notice Inviting Quotation - Laptops

Specifications:

Sl. No.	Specification	Quantity
1	Laptop i5 Intel i5 Processor 11th Gen. Processor with 8GB x 2 DDR 4 RAM, 15.6" Screen, 512 GB SSD Storage, with WIFI LAN, USB etc ports, Operating system Windows & MSO 2021 (H&S), Keypad and touch Pad.	Upto 4 Nos.

Terms & Conditions Details:

Preparation of Bids: The offer/bid should be submitted mentioning Technical and financial.

Opening of the tender: The bid will be opened by a committee duly constituted for this purpose.

Acceptance/ Rejection of bids: The Committee reserves the right to reject any or all offers without assigning any reason.

Last date of submitting the bids will be 2nd November, 2022 before 5:00 pm to :

**Col Naveen Gopal
Chief Operating Officer
Foundation for Innovation and Technology Transfer
IIT Delhi, Hauz Khas, New Delhi-110016
E-mail: gopalnaveenfitt@gmail.com, uaswal@gmail.com**

Please quote prices for FOB New Delhi, inclusive of all taxes and duties.

Quote should be in Indian Rupees for agents of Indian manufacturers, or in foreign currency, for agents of foreign manufacturers, and needs to be valid for at least three months.

Attach all the technical literature and a list of similar installations done in India.

If the quote is being submitted by a representative of the manufacturer, a valid agency-ship or dealership certificate authorizing the agent to quote to FITT, IIT Delhi on behalf of the manufacturers should be enclosed. The principal and the vendor, both, are not allowed to quote for the same product.

Complete set of manuals for the operation of the equipment should be given.

Please specify all of your terms and conditions clearly, including delivery period. For purchases in INR, payment is on delivery.