



The **ERNAKULAM DISTRICT** *Co-operative* **BANK Ltd.**

Head Office: P.B. NO.4, P. O. KAKKANAD, KOCHI -682 030

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Quotation for supply of Laptop to Head Office on buy-back scheme

Ernakulam District Co-operative Bank invites Offers for supply of 10 Nos. Laptop under buyback scheme (Old Laptop HCL) to meet the requirement for our HO. **Please submit the quotation in sealed covers on or before 30-09-2016, 4.00 PM at our IT Department, Head Office, Kakkanad, Kochi -30 .**

The Laptop should be supply at the Head Office of Ernakulam District Co-operative Bank, Kakkanad, Kochi - 30. The quote should be inclusive of all taxes, excise duty, sales tax, Octroi (if any), transportation, handling, and installation.

It may be noted that the requirement given in this document is indicative only and Bank may procure +/- 25% of the quantity specified in the tender.

Bank will have the right to withdraw the buy back offer partly or completely, if desires.

TERMS AND CONDITIONS FOR SUPPLY OF LAPTOPS

Eligibility Criteria for Vendor Selection

- 1.a. The bidder submitting the bid should be a Registered Company / Firm having minimum Annual Sales Turnover of at least 3.00 crores for last 3 years
 - b. Profit making for the last 3 years
 - c. Empanelment with at least two public/private/Co-op sector banks
 - d. No adverse record with other bank or our bank (Vendor to submit an undertaking for the same).
 - e. Service Support Centre at Ernakulam.
(Sufficient supporting documents has to be submitted)
2. Products brochures of the Laptop should be submitted along with the quotation. Only relevant literature pertaining to the offer should be submitted.
3. The quotation shall be signed by legal/authorized signatory of the firm/company on all pages of the quotation.
4. The Bank reserves the right to accept or reject any or all quotations in part or full without assigning any reason thereof.
5. 100% payment on submitting satisfactory installation report and after executing the SLA.

6. Bank will enter into price negotiations only with the qualified Vendors.

7. Warranty:

a. The vendor shall warranty the equipment/items to be supplied against this quotation against manufacturing defects, faulty designs, use of defective materials, poor workmanship and warranty performance of the items for a minimum period of **36 months** from the date of acceptance of the system by the Bank.

8. AMC:

a. It is mandatory to quote for comprehensive AMC for Laptop for a period of three years from the date of expiry of the warranty period including.

b. AMC payment shall be on yearly advance

9. Uptime Commitment:

a) The vendor shall provide effective after sales service such that at no time the functioning of the laptop is hindered for more than 6 hours.

b) The vendor shall give an undertaking that he commits himself to provide After Sales Service and to provide necessary spare parts for at least a period of 5 years after the warranty period.

c) All complaints must be rectified within 6 working hours. In case of serious fault wherein the laptop cannot be repaired within 6 working hours, vendor must provide a standby laptop with same or higher configuration at the location.

10. Penalty Clause.

Any Laptop that is reported to be down on a given date should be repaired within 6 hours. The downtime should not in any case exceed 24 hours. The reporting will be through a telephonic message or any other mode as the Bank may decide. In case the vendor fails to meet the above standard of maintenance, the Bank reserves the right to levy a penalty of Rs.1000/- (Rupees Five Hundred Only) per day.

11. Hardware Failure

If during the warranty period, any laptop fails (hardware) on four or more occasions in a quarter, it shall be replaced by equivalent or higher configured new Laptop by the vendor at no cost to the Bank.

12. Offers without quote for a three year AMC will be treated as unacceptable. AMC payment will be made after expiry of each quarter subject to completion of satisfactory service support during the past quarter.

13 Price Comparison

The Bank will consider the Six years TCO (total cost of ownership) for the purpose of price comparisons as follows:

Six years TCO = Cost of the equipment of all items with 3 year warranty inclusive of all taxes - Buy Back value of old Laptop + 3 years post-warranty AMC charges for the next 3 years inclusive of all taxes

The commercial offer should be as per Annexure II

14. Jurisdiction:

All matters pertaining to this inquiry shall be subject to the jurisdiction of Ernakulam

15. Arbitration:

All disputes concerning this quotation shall be referred to an arbitrator mutually agreed upon and the decision of the arbitrator shall be final and binding upon the parties hereunto. The arbitration shall be in accordance to the Arbitration and Conciliation Act, 1996

16. Technical specifications/Configuration for laptop as per Annexure 1

Kakkanad
01-09-2016

Sd/-

General Manager
**Ernakulam District Co-operative
Bank Ltd.**
Head Office, Kakkanad, Kochi - 30

Annexure I - Technical specifications/Configuration

Sl#	Item	Description	Your Offer
1	Make	Must be specified	
2	Model	Must be specified. All the relevant product brochures and manuals must be submitted.	
3	Processor	6the Gen Intel core i5	
4	Memory	Memory 4GB (1x4GB), 2 Slots Expandable to 16GB	
5	Camera	HD Camera	
6	Hard Drive	Hard Drive 500 GB	
7	USB PORTS	Memory card reader, 2 USB 3.0, 1 USB 2.0, HDMI, VGA, Network connector (RJ-45)	
8	Operating system	Windows 10 Professional	
9	Keyboard		
10	Wireless connectivity		
11	Battery		
12	Speakers & Microphone Inbuilt		
13	Power Adapter		
14	Optical Drive Optional		
15	Carry Case		
16	Power Management		
17	Headphone /speaker out		
18	Mouse		
19	Weight		
20	Warranty	3 Year	

Annexure II - Bill of Materials and Price Schedule (Commercial Offer)

Note:

1. This bill of material must be attached to Commercial Offer.
2. Vendor must take care in filling price information in the Commercial Offer, to ensure that there are no typographical or arithmetic errors. All fields must be filled in correctly.
3. Please note that any Commercial Offer, which is conditional and/or qualified or subjected to suggestions, will also be summarily rejected. This offer shall not contain any deviation in terms & conditions or any specifications, if so such an offer will also be summarily rejected.

Sl. No.	Item	Brand Name	Quantity	Unit Price (Inclusive of all Taxes)	Total Price (Inclusive of all Taxes)
1	Laptop - Technical details & Specifications as per Annexure I with three years comprehensive on-site warranty		10		
2	Buy Back Value		10		
3	Net Price (Sl. 1 - 2)		10		
4	AMC Rate 4 th Year		10		
5	AMC Rate 5 th Year		10		
6	AMC Rate 6 th Year		10		
7	Total Cost for 6 Years (Sl.# (3+4+5))		10		

(inclusive of All Taxes)

Details of Buy Back laptops

Particulars	Qty	Serial No
HCL ME LAPTOP M 54 Core i3,3 GB, 14.0 , 500 GB, DVD , Windows 7	1	C101AE443794
HCL LEAPTOP 39 Duel Core 2.4 GHZ, 2 GB RAM, 160 GB HDD,DVD,14.1 INCH WINDOS VISTA	7	6093A1455892, 6093A1455893, 6093A1455894, 6093A1455895, 6093A1455896, 6093A1455897, 6093A1455898
HCL ME LAPTOP M 74. Corei3, 2.28 Ghz, 2 GB , 14 " 320 GB HDD, DVD	2	A111AE039271, A111AE039269