

Invitation to Bidders/Important Information

Kerala State IT Mission (hereinafter as referred to as KSITM) invites online bids in two cover system from Original Equipment Manufacturers or their National distributors/dealers (hereinafter referred to as “Bidder” till the award of Contract and thereafter on award of contract, referred to as “Vendor/Contractor/Supplier/Successful Bidder”) for the supply of laptops (**with Manufacturer warranty for Three (3) years**) as per the technical specifications and in accordance with the various provisions of this RFP document. The successful Bidder shall be finalized based on competitive bidding process. The bidders are advised to study the tender document carefully. Submission of bids shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.

1.1. Important Information

Bid Inviting Authority	Kerala State IT Mission (KSITM)
Tender Notification Reference	Tender No e-Governan/11/2015-KSITM dated 23.06.2015 through http://etenders.kerala.gov.in/nicgep/app
Contact Person	Director, KSITM Tel: 0471-2726881
Mode of Tender Submission	Tender should be submitted online at “etenders.kerala.gov.in”
Non refundable Tender document fee and Earnest Money Deposit (EMD) payable	Tender Document Fee of INR 26,250/- (Rs Twenty Six Thousand Two Hundred and Fifty only) and EMD of INR 5,00,000/- (Rupees Five Lakh only) to be remitted online during bid submission
Last Date of Submission of written queries for clarifications on RFP document and the contact details	On or before 10:00 AM on 06.07.2015 husni.ksitm@kerala.gov.in
Date, Time and Venue of Pre- bid conference/ meeting	06.07.2015 at 11:00 hours Venue: Kerala State IT Mission, ICT Campus Vellayambalam Thiruvananthapuram- 695033, Kerala
Delivery of sample	The vendor has to submit a sample of the laptop with all the necessary components (including the components to be factory loaded, to the Head Technology- KSITM
Last date & Time for submission of Bids	Upto 16:00 hours on 16.07.2015
Opening of Pre- Qualification cum Technical Bids	11:00 hours on 20.07.2015

Opening of Commercial Bids	Shall be intimated to the successful bidder separately
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Note: The dates furnished above are subject to revision

- i) This tender document is not transferable. Tender Documents shall be available only on the Internet and shall not be available for sales elsewhere.
- ii) KSITM reserves the right to amend or cancel the tender in part or in full without prior notice at any point of time.
- iii) If KSITM deems it appropriate to revise any part of this RFP or to issue additional data to clarify an interpretation of provisions of this RFP, it may issue supplements to this RFP. Any such supplement shall be deemed to be incorporated by this reference to this RFP.
- iv) KSITM reserves the right to reject the bid of parties who have failed to provide adequate after sales support for the products supplied against various orders.
- v) Supplier shall provide access to their Website so that KSITM can verify whether the warranty and coverage / scope details are updated in the website as per the order.
- vi) Supplier shall provide access to the Call logging Website so that KSITM can monitor the calls logged. Daily call reports are to be provided.
- vii) LD will be charged for delayed supply. Furthermore, if the delay exceeds 4 weeks after the scheduled date of supply, such suppliers will not be considered for the subsequent tenders.
- viii) The Special Instructions to the Contractors/Bidders for the e-submission of the bids are given under “Help to Contractors” in website <http://etenders.kerala.gov.in/nicgep/app>

Sd/-

The Director
Kerala State IT Mission (KSITM),
Trivandrum, Kerala