



Meghalaya Information Technology Society (MITS)
Information Technology Department, Ground Floor, NIC Building,
Shillong – 793001, Meghalaya

RFQ No.MITS.6/2008/317

dated 15th December, 2014

Sealed Quotations are invited from Authorized Suppliers for Items and specifications as given in this RFQ at Table-A:

Table-A

Sr no.	Product Name	Product Specifications	Qty (nos.)
1	Apple MacBook Air 13-inch Laptop - MD760HN/B	<ul style="list-style-type: none">• Processor: 1.4GHz dual-core Intel Core i5 (Turbo Boost up to 2.7GHz) with 3MB shared L3 cache• RAM: 4GB of 1600MHz LPDDR3 onboard memory• HDD: 128GB PCIe-based Solid State Flash Storage• Display: 13.3-inch (diagonal) LED-backlit glossy widescreen display (1440x900 native resolution) with Intel HD Graphics 5000• Operating System: Mac OS x Mavericks• Applications: MS-Office• Anti-virus	10 (± 20%)

Terms & Conditions

1. The response to this RFQ should be enclosed with all relevant certifications like, but not limited to, Agency Certification, Authorization Certificate and / or Proprietary Certificate, as the case may be, in support of the offer, failing which, the quotation may not be considered. The response submitting firm should be an Original manufacturer or their authorized agent/distributor, and supporting relevant documents need to be furnished.

2. All quotation must reach at the below official latest by 22nd December, 2014 at 1.00pm and thereafter opening at 2.00pm.

The Nodal Officer,
Meghalaya Information Technology Society
Information Technology Department, Ground Floor, NIC Building,
Shillong – 793001, Meghalaya

3. The envelope must be inscribed with: "Quotation: Ref. MITS.6/2008/317 dated 15th December, 2014 for "Mac Air"

4. The prospective firms may quote for optional accessories which will extend the capability or increase the use of the equipment.

5. The prospective form may quote one or more options.

6. Delivery period shall be 15 calendar days from the receipt of the Purchase Order. Extension of delivery period will not be allowed under any circumstances.

7. Warranty:

- a. The quotation shall cover warranty for 3 years from the purchase/installation date.
- b. Beyond the warranty period the supplier should include the cost for two years annual maintenance contract from the manufacturer separately.
- c. Warranty should be properly mentioned in the quotation.
- d. Contact details like contact number/address for complaint should be mentioned, else quotes may be rejected.

8. The firms are requested to give detailed description and specification together with detailed drawings, printed leaflets and literature of the article quoted.

9. The supplier should have a global presence with a website showing catalogue of similar equipment.

10. Validity of quotation should be at least for 60 days.

11. The quoted amount should be inclusive of transportation, installation and related costs as applicable.

12. The quoted amount should be inclusive of all taxes as may be applicable.

13. Payment Terms

(a) 90% against Delivery and a 10% balance after successful installation and initial testing.

(b) Maximum discount applicable for government, if any, should be offered.

(c) Payment will be made within 20 calendar days from the date of submission of invoice along-with relevant documents namely:

(i) For 90% against Delivery: Documents required will include

- Original Invoice

- Delivery receipt duly signed and acknowledged by authorized receiving official

(ii) For 10% against successful installation: Documents required will include:

- Successful installation certificate from authorized official for the purpose

14. MITS reserves the right to reject all or any of the quotations and to split up the requirements or relax any or all of the above conditions without assigning any reasons.

15. The indicative proforma which may be included in the response to this RFQ is given at Annexure-A.

Sd/-
Member Secretary,
Meghalaya Information Technology Society
and
Commissioner & Secretary to Government of Meghalaya
Information Technology Department

ANNEXURE-A

Proforma-1

Sr.No.	Name of the firm	Dealer Latest Authorization certificate	Copy of Registration and CST/VAT	Three years warranty		ISO/BIS/CE Certification	Undertaking of not being Blacklisted	Remark
				Manufacturer	Bidder			

Proforma-2

Sr.No.	Name of Item	Technical Specifications asked as per tender	Compliance as per offer Yes/No	Remarks