

GOVERNMENT OF MEGHALAYA

DIRECTORATE OF INFORMATION TECHNOLOGY AND COMMUNICATION

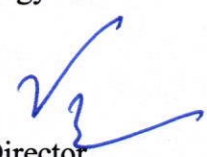
No.DITC.35/2020/157

Dated Shillong the 7<sup>th</sup> October, 2024

**NOTICE INVITING TENDER**

Sealed Tender affixing Non-refundable Court Fee Stamp of ₹.1000 (Rupees One Thousand) only is invited from interested Firms/Dealers/Suppliers for the **“Supply and installation of Desktop PCs, Printers, UPS, Laptops etc.”** at the locations to be assigned by the Directorate of Information Technology & Communication. Tender will be received by undersigned up to **23<sup>rd</sup> October, 2024 by 3:00 PM** and will be opened on the same day at **4.00 PM** at the Office of the Director, Information Technology & Communication, Meghalaya Shillong in presence of the Tenderers or Representatives, if any.

Details of Tender document is available at Information Technology & Communication Department website portal @ <https://ditmeghalaya.gov.in>

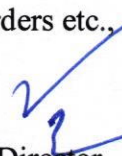
  
Director,  
Information Technology & Communications  
Govt. of Meghalaya,  
Shillong

Memo No.DITC.35/2020/157-A

Dated Shillong, the 7<sup>th</sup> October,2024

Copy forwarded to:-

1. The Director, Information and Public Relations, Govt. of Meghalaya with a request to publish the above 'Notice Inviting Tender' in box format in one issue of Khasi, Garo and English local daily.
2. The Under Secretary to the Government of Meghalaya, Information Technology & Communication Department, Govt. of Meghalaya, for information and necessary action.
3. Department of I.T. & Communication Website.

By Orders etc.,  
  
Director,  
Information Technology & Communications,  
Govt. of Meghalaya,  
Shillong

**GOVERNMENT OF MEGHALAYA**

**DIRECTORATE OF INFORMATION TECHNOLOGY AND COMMUNICATION**

Memo No.DITC.35/2020/157-B

Dated Shillong, the 7<sup>th</sup> October,2024

**TERMS AND CONDITIONS**

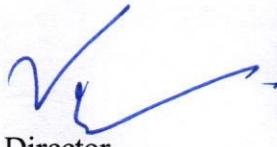
- a. The bid should be submitted in two separate covers placed inside the main large sealed Envelope as follows:
  - A. Pre-Qualification and Technical Bid**
  - B. Financial Bid**
2. For the Pre-Qualification and Technical Bid, the bidder has to duly fill Annexure-B, Annexure C & Annexure D, sign and enclose the same along with the requisite documents (as stated) to be accompanied by Earnest Money of ₹.1,50,000/- (Rupees One Lakh Fifty Thousand) only. Earnest Money should be in the form of DD in favour of the Director, Information Technology and Communications, Meghalaya, Shillong.
3. Tender should be quoted separately for each item in the Financial Bid.
4. Rate quoted for each item in Tender should be written clearly both in figures and in words, any overwriting should be duly attested.
5. Tender should be addressed to the undersigned by designation, with the main large sealed envelope containing the tender, super scribed by words “**Tender for supply of Desktop PCs, Printers, UPS, Laptops etc.**” and be sent to the Office of the Director, Information Technology & Communication, Meghalaya Shillong.
6. Bidder must quote for all items mentioned in the tender, otherwise tender will be rejected. The tenderer shall submit the Financial Bid as per **Annexure – E**.
7. The following documents should be attached with Tender, Tender received without the required documents will be summarily rejected. The following documents should be enclosed with the Tender for the Pre-Qualification Bid: -
  - a. Certified copy of PAN Card.
  - b. Valid GST Registration Certificate.
  - c. GST returns for the last quarter.
  - d. Bidders exempted from any taxes or licenses must submit clear certified photocopies of those certificates/licenses.
  - e. Tender specific Manufacturer 's Authorization Form (MAF) from the principal company or OEMs mentioning the tender number.
  - f. Copy of Authorised Dealership Certificate (Manufacturer’s Authorisation Form) from the principal company or OEMs.

8. Bidder must give proper **Compliance Statement (Annexure-B)** for the items quoted along with the Make and Model number of the items quoted.
9. Warranty should be for comprehensive for 3 years or more unless stated otherwise and should be indicated clearly in the bid document.
10. Rates should be valid for one year from the date of finalization of the Tender.
11. The prices shall be in Indian Rupees and should be all-inclusive including taxes, duties, comprehensive insurance including transit insurance, liability insurance, and any other insurance till the delivery & acceptance, Out of Pocket Expenses (OPE), labour charges and license fees, etc.
12. Rates should be Free on Road (FOR) Shillong and should be indicated clearly in the bid document.
13. Items should be delivered within 4 weeks from the date of issue of the Purchase Order.
14. In case the Tenderers furnish false information, their tenders will be rejected and their EMD stands forfeited.
15. Selected tenderers should supply as per quoted price failing which the firm would be disqualified. Tenderers can quote only for items, which they can supply.
16. IT & C Department reserves the right to make any changes in the terms and conditions of the tender and also reject any or all the bids without assigning any reason thereof.
17. The Average Annual Turnover of the firm should be at least ₹.1,00,00,000/- (Rupees One Crore) only per annum for the last 3 (three) years
18. The bidders should have a functional service center in Shillong with at least 3 (three) service engineers along with the address and contact details of the service centers. The response time for any complaint should be clearly mentioned and any replacement needed for any computer items should be within 15 days, failing which necessary action will be taken against the supplier and no further orders shall be issued. In case the bidder does not have a service center at Shillong then the bidder must submit an undertaking stating that the bidder will establish a service center in Shillong within 1 (one) month of placement of purchase order to the bidder
19. The successful bidder shall be required to submit a **Valid Trading License within 30 days** of placement of Supply Order.
20. All forms of Sub-Contracting is not allowed.
21. **Payment:** Payment for Goods and Services shall be made in Indian Rupees as follows:
  - 21.1 No advance payment will be made.
  - 21.2 90% payment after successful inspection and verification of delivery of the

ordered items subject to sanction.

21.3 Remaining 10% payment will be made after successful installation, commissioning and FAT of the ordered goods.

**For Cartridge, 100% payment will be made after delivery of goods.**



Director  
Information Technology & Communications  
Govt. of Meghalaya,  
Shillong



Note: Quantity mentioned may vary.

<b>1. Core i3 Desktop PC</b>		
<b>Parameter</b>	<b>Minimum Technical Specification</b>	<b>Quantity</b>
Form Factor	Tower / Micro Tower more than 20 litres	30 Units
Processor	Latest Intel 13th Generation Core i3 Processor with support for at least 3.4Ghz (4 core, 12 MB Intel® Smart Cache) or higher or any equivalent processor (Processor should not be launched before Q1 2023)	
Chipset / Motherboard	Intel B series Motherboard's Manufacturer's logo must be embossed (not sticker) in the motherboard.	
Storage	512 GB SATA SSD	
Memory	8 GB DDR4 3200MHz or higher with upgradeability upto 64GB or higher	
Ports	4 SATA III Ports 6 gb/s (without using PCI/PCIe slots), Minimum 8 USB Ports, in 4 should in front, 2 USB ports should have 10gbps data transfer rate and one should be on Type C. Video Ports - 1x HDMI, 1x VGA & 1x DP (without convertor), 1x Audio Combo	
Expansion Slots	Minimum 3 PCIe Expansion Slots with 1x PCI Express x16 and 2x PCI Express x1, 2 M.2 Slots for Storage and WiFi	
Power Supply	250W Internal Power Supply with 85% Efficiency or higher	
Operating System	Windows 11 Home with Factory Preloaded. Windows Digital Product Key should be embedded in BIOS / OEM MAF	
OS Support/Drivers	Support for Windows 11. Quoted model's Digital Hardware Drivers must be available in OEM website for download. Above asked OS certifications for the quoted model is must and must be available in public website	
Security	Discrete TPM 2.0 or better	
Certification	Quoted model should be certified for RoHS, EPEAT Gold India, FCC, Energy Star 8.0, CE, MET, Windows. OEM should also have ISO 9001, 14001, ISO 20001 and 27001 certifications	
Input Devices	USB Wired Keyboard with Indian Rupee Symbol; Scroll Mouse (both Same Desktop OEM make)	
Network interface	Integrated 10/100/1000 MBPS GbE LAN	
Wireless Connectivity	Wi-Fi 6E+ BT 5.3	
Audio	Integrated HD Audio.	
Video connectors	1 x VGA, 1 x HDMI 2.0 and 1x Display Port	
Monitor	21.5" display with Resolution 1920 x 1080 (VGA+HDMI+ Internal Speaker) All necessary	

	ports (without convertor) and connectivity to desktop must be provided. Certified with TCO9	
Warranty	3 (Three) Years onsite OEM Comprehensive Warranty. OEM Warranty should be visible in the OEM website in respect to each product serial number.	
	OEM must be Registered in India since past 15 years or more	
	Make In India Class 1	
	Technical Compliance of the offered products etc. must be furnished on OEM letter head	

<b>2. Core i5 Desktop PC</b>		
<b>Parameter</b>	<b>Technical Specification</b>	<b>Quantity</b>
Form Factor	Tower / Micro Tower more than 20 litres	20 Units
Processor	Intel Core i5 Processor with support for at least 2.5Ghz (6 core, 18 MB Intel® Smart Cache) or higher or any equivalent processor (Processor should not be launched before Q1 2022)	
Chipset / Motherboard	Intel B series Motherboard's Manufacturer's logo must be embossed (not sticker) in the motherboard.	
Storage	512 GB M.2 NVMe SSD	
Memory	8 GB DDR4 3200MHz or higher with upgradeability upto 64GB or higher	
Ports	4 SATA III Ports 6 Gb/s (without using PCI/PCIe slots), Minimum 8 USB Ports, in 4 should in front, 2 USB ports should have 10gbps data transfer rate and one should be on Type C. Video Ports - 1x HDMI, 1x VGA & 1x DP (without convertor), 1x Audio Combo	
Expansion Slots	Minimum 3 PCIe Expansion Slots with 1x PCI Express x16 and 2x PCI Express x1, 2 M.2 Slots for Storage and WiFi	
Power Supply	250W Internal Power Supply with 85% Efficiency or higher	
Operating System	Windows 11 Home with Factory Preloaded. Windows Digital Product Key should be embedded in BIOS / OEM MAF	
OS Support/Drivers	Support for Windows 11. Quoted model's Digital Hardware Drivers must be available in OEM website for download. Above asked OS certifications for the quoted model is must and must be available in public website	
Security	Discrete TPM 2.0 or better	
Certification	Quoted model should be certified for RoHS, EPEAT Gold India, FCC, Energy Star 8.0, CE, MET, Windows. OEM should also have ISO 9001, 14001, ISO 20001 and 27001 certifications	

Input Devices	USB Wired Keyboard with Indian Rupee Symbol; Scroll Mouse (both Same Desktop OEM make)	
Network interface	Integrated 10/100/1000 MBPS GbE LAN	
Wireless Connectivity	Wi-Fi 6E+ BT 5.3	
Audio	Integrated HD Audio.	
Video connectors	1 x VGA, 1 x HDMI 2.0 and 1x Display Port	
Monitor	21.5" display with Resolution 1920 x 1080 (VGA+HDMI+ Internal Speaker) All necessary ports (without convertor) and connectivity to desktop must be provided. Certified with TCO9	
Warranty	3 (Three) Years onsite OEM Comprehensive Warranty. OEM Warranty should be visible in the OEM website in respect to each product serial number.	
OEM must be Registered in India since past 15 years or more		
Make In India Class 1		
Technical Compliance of the offered products etc. must be furnished on OEM letter head		

<b>3. Core i3 Notebook PC</b>		
<b>Parameter</b>	<b>Minimum Technical Specification</b>	<b>Quantity</b>
Processor	13th Generation (Processor Launch date not before year 2023), Core i3, 64 Bit processor with minimum 10MB cache, minimum 5 cores support 3.30 GHz or higher frequency	333 Units
	Compatible Chipset integrated with the processor. Laptop Motherboard make from the same Laptop OEM with Integrated discrete TPM 2.0 security	
	OEM logo must be embossed in the Motherboard	
Memory	8 GB DDR4(3200 MHz)/DDR5 or higher	
	Minimum 2 physical DIMM slots with field replaceable memory. No memory to be soldered onto motherboard, support upto 64 GB or higher memory upgradability	
Display	14" IPS FHD resolution with Anti-Glare LED Display with minimum 250 nits	
Graphics	Integrated/Dedicated UHD Graphics or higher	
Storage	Minimum 512 GB M.2 PCIe NVMe drive or more	
Webcam	HD Camera with physical camera shutter	
Operating System	Factory pre-install Windows 11 Home with latest Service Pack and Preloaded License, Systems Hardware driver should be available in OEM website against the offered model	
Connectivity	Integrated wireless supporting 802.11 ax	

Audio	network and Bluetooth v5.2 or higher High-Definition Audio, Integrated stereo sound. AI based noise reduction technology, Integrated Dual-array microphones	
Ports, connectors and slots	Minimum 3 USB 3.1, 1 USB Type C with thunderbolt 4.0, 1x HDMI 2.0, RJ-45, SD Memory card Reader, Universal Audio port Jack	
Keyboard	Full size spill-resistant Keyboard	
Touchpad	Precision Touchpad with multi touch option.	
Certifications	ISO 14001:2004, ISO 9001, ISO 20001, ISO 27001, ISO 14000, SA8000	
	UL, TCO 9.0 EPEAT Gold (India), MIL810 G/H, FCC, CE, Energy Star 8.0; ROHS, Windows Professional and Linux Certification.	
Security	Security Lock slot	
Warranty	3 Years standard onsite warranty on Laptop Hardware and 1 year on battery and adaptor	
Laptop chassis materials	Mag - alloy/Carbon-fiber/Glass-fiber /High quality ABS Body with Mil standard 810 G/H certification.	
Accessories	Standard Good Quality Carrying Case from same Laptop OEM (Backpack with Laptop OEM Logo)	
	3 PIN 45W/65W OEM Approved Adaptor	
	USB Mouse	
Weight	Less than 1.60 Kg (including battery)	
Battery	Lithium ion / Polymer battery with Minimum 3 cell 50 WHr or more	
BIOS Security	OEM Approved Commercial BIOS	

<b>4. A4 Mono Duplex Laser Multi-Function Printer</b>		
<b>Parameter</b>	<b>Technical Specification</b>	<b>Quantity</b>
Print Technology	Laser	30 Units
Cartridge type	Composite	
Function	Print/Scan/Copy	
Print Speed A4	33 ppm or higher, 20 ipm duplex	
Processor	800 MHz or higher	
Memory	512 MB	
Connectivity	Hi-Speed USB 2.0; Ethernet 10/100Base-TX; Dual-band (2.4/5.0GHz) Wireless 802.11b/g/n	
Scan speed (A4)	Up to 19 ppm (b&w), up to 8 ppm (color)	
Scan file format	JPEG, TIF, PDF, XPS	
Input tray	250-sheet input tray	
Duplex printing	Automatic	
ADF capacity	50 sheet or higher	
Duty cycle	50,000 pages or higher	
Starter toner yield	1500 pages or higher	



Warranty	1 year onsite	
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<b>5. A4 Colour Laser Multi-Function Printer</b>		
<b>Parameter</b>	<b>Technical Specification</b>	<b>Quantity</b>
Print Technology	Laser Printer	20 Units
Cartridge technology	Composite	
Print speed A4	Up to 33 ppm (mono/color); duplex: Up to 29 ipm;	
First page out	As fast as 9.5 seconds black; As fast as 10.2 seconds color	
Scan Speed	Normal(A4): Up to 29 ppm (b&w), up to 26 ppm (colour);	
Memory	512 MB	
Processor	1200 Mhz or higher	
Duty cycle	50,000 pages/month	
Duplex Print	Automatic	
Copy Speed	Up to 33 cpm (mono & black)	
Input tray	50-sheet multipurpose tray, 250-sheet input tray, 50-sheet Automatic Document Feeder (ADF)	
Output tray	150 sheets	
Standard Connectivity	Hi-Speed USB 2.0 port, Gigabit Ethernet 100/1000 Base-TX network port; Wireless 802.11b/g/n; 2.4/5GHz Wi-Fi	
Starter toner yield	2000 pages black, 1000 pages CMY	
Warranty	3 years onsite	

<b>6. A3 Mono Laser Multi-Function Printer</b>		
<b>Parameter</b>	<b>Technical Specification</b>	<b>Quantity</b>
Functions	Print, Scan & Copy	02 Units
Copy/print speed A4	Up to 22 ppm	
Print resolution	600 x 600 dpi or higher	
Scan/Copy resolution	600 x 600 dpi or higher	
Scan File formats	JPEG, PDF, compact PDF, PPTX, TIFF, XPS, compact XPS	
Printable paper size	A5-A3, customised paper sizes	
Printable paper weight	64-157 gsm	
Standard Paper Source	Single Drawer	
Paper input capacity	Standard: 350 sheets, Max.: 1350 sheets	
Paper input capacity (Tray 1)	250 sheets, A6-A3, custom sizes, 64-157 gsm	
Paper input capacity (Bypass Tray)	100 sheets, A6-A3, custom sizes, 64-157 gsm	
Automatic duplexing	1:2,2:2,2:1	
System memory	4GB (standard)	
Processor	Quad Core 1.6 GHz	
Interface	10/100/1000BaseT, 802.11a/b/g/n/ac,	

	Bluetooth Low Energy, USB 2.0	
Operating systems	Win Server 2008, 7, Server 2012, 8.1, 10, Server 2016, Mac OS X 10.9+, Citrix, Linux, UNIX	
Page Description Language	PCL5e/c/6, PostScript 3, XPS	
Control Panel	177.8 mm Colour Touchscreen	
Warranty	1 year onsite	

<b>7. A3 Colour Laser Multi-Function Printer</b>		
<b>Parameter</b>	<b>Technical Specification</b>	<b>Quantity</b>
Functions	Print, Scan & Copy	02 Units
Imaging technology	Laser	
Copy/print speed	Up to 25/25 ppm (mono/colour)	
First Copy Time	6.9 sec colour/5.2 sec black	
Copy/print resolution	600 x 600 dpi or higher	
Page Description Language	PCL5c/6, PostScript 3, XPS	
Multicopy	1-9,999	
Scan/Copy resolution	600 x 600 dpi or higher	
Scan File formats	JPEG, PDF, compact PDF, encrypted PDF, PPTX, TIFF, XPS, compact XPS	
Paper input capacity (Tray 1)	1x 500; A5-A4; custom sizes; 52-256 gsm 1x 500; A5-A3; custom sizes; 52-256 gsm	
Paper input capacity (Bypass Tray)	150-sheet/60 to 300 gsm	
Automatic duplexing	1:2, 2:2, 2:1	
Output Capacity	Max. 1150 sheets	
System memory	8 GB	
Processor	Quad Core 1.6 GHz	
System Storage	256 GB SSD	
Control Panel Display	256.5 mm Colour Touchscreen	
Interface	10/100/1000BaseT, 802.11b/g/n, USB 2.0;	
Network protocols	TCP/IP (IPv4 / IPv6); SMB; LPD; IPP; SNMP; HTTP(S); Bonjour	
Operating systems	Win Server 2008, 7, Server 2012, 8, 8.1, 10, Server 2016, Server 2019, Mac OS X 10.10+, Citrix, Linux, UNIX	
Warranty	1 year onsite	

<b>8. 1 KVA Line Interactive UPS</b>		
<b>Parameter</b>	<b>Minimum Technical Specification</b>	<b>Quantity</b>
Rating	1 KVA/0.6 KW	50 Units
Technology	Line Interactive UPS with inbuilt AVR	
Input System	220/230 VAC Single Phase	
Input Voltage	160V - 280VAC	
Input Frequency	45Hz - 65Hz (Auto Sensing)	

**Annexure-A**

Output System	220/230 VAC Single Phase	
Output Voltage Regulation	+ 10% on mains mode, + 2% on battery mode	
Output Frequency	(Same as input) on mains mode, 50 Hz + 0.5 Hz on battery mode	
Battery Type	Inbuilt SMF Lead Acid Batteries of 2 Nos. 12V-7 AH	
Transfer Time	4-6 milli seconds	
Indicators	LED for backup mode, mains present	
Alarm	Audible alarm for backup mode, low battery and overload	
Temperature	0 deg C to 40 deg C	
Relative humidity	0-95% condensing	
Acoustic Noise	Less than 35 DB at 1 meter distance	
Weight	Total weight of the UPS + batteries should be above or equal to 7 KG.	
Certification	ISO 9001, ISO 14001, ISO 45001, ISO 27001, ISO 50001, RoHS Compliance, CE, IEC 62040-1, IEC 62040-2, IEC 62040-3, IEC 62040-4, IP-21	
Warranty	1 year onsite	

<b>9. Toner Cartridges</b>	
<b>Description</b>	<b>Quantity</b>
HP 146X High Yield Black Original LaserJet Toner Cartridge (W1460X)	1 Units
HP 230A Black Original LaserJet Toner Cartridge (W2300A)	1 Units
HP 230A Cyan Original LaserJet Toner Cartridge (W2301A)	1 Units
HP 230A Yellow Original LaserJet Toner Cartridge (W2302A)	1 Units
HP 230A Magenta Original LaserJet Toner Cartridge (W2303A)	1 Units
Konica Minolta TN 225 Black Toner Cartridge	1 Units
Konica Minolta TN 328K Black Toner Cartridge	1 Units
Konica Minolta TN 328C Cyan Toner Cartridge	1 Units
Konica Minolta TN 328Y Yellow Toner Cartridge	1 Units
Konica Minolta TN 328M Magenta Toner Cartridge	1 Units

### Compliance Statement

<b>1. Core i3 Desktop PC</b>			
<b>Make &amp; Model</b>			
<b>Parameter</b>	<b>Minimum Technical Specification</b>	<b>Compliance</b>	<b>Remarks</b>
Form Factor	Tower / Micro Tower more than 20 litres		
Processor	Latest Intel 13th Generation Core i3 Processor with support for at least 3.4Ghz (4 core, 12 MB Intel® Smart Cache) or higher or any equivalent processor (Processor should not be launched before Q1 2023)		
Chipset / Motherboard	Intel B series Motherboard's Manufacturer's logo must be embossed (not sticker) in the motherboard.		
Storage	512 GB SATA SSD		
Memory	8 GB DDR4 3200MHz or higher with upgradeability upto 64GB or higher		
Ports	4 SATA III Ports 6 Gb/s (without using PCI/PCIe slots), Minimum 8 USB Ports, in 4 should in front, 2 USB ports should have 10gbps data transfer rate and one should be on Type C. Video Ports - 1x HDMI, 1x VGA & 1x DP (without convertor), 1x Audio Combo		
Expansion Slots	Minimum 3 PCIe Expansion Slots with 1x PCI Express x16 and 2x PCI Express x1, 2 M.2 Slots for Storage and WiFi		
Power Supply	250W Internal Power Supply with 85% Efficiency or higher		
Operating System	Windows 11 Home with Factory Preloaded. Windows Digital Product Key should be embedded in BIOS / OEM MAF		
OS Support/Drivers	Support for Windows 11. Quoted model's Digital Hardware Drivers must be available in OEM website for download. Above asked OS certifications for the quoted model is must and must be available in public website		
Security	Discrete TPM 2.0 or better		
Certification	Quoted model should be certified for RoHS, EPEAT Gold India, FCC, Energy Star 8.0, CE, MET, Windows. OEM should also have ISO 9001, 14001, ISO 20001 and 27001 certifications		

Input Devices	USB Wired Keyboard with Indian Rupee Symbol; Scroll Mouse (both Same Desktop OEM make)		
Network interface	Integrated 10/100/1000 MBPS GbE LAN		
Wireless Connectivity	Wi-Fi 6E+ BT 5.3		
Audio	Integrated HD Audio.		
Video connectors	1 x VGA, 1 x HDMI 2.0 and 1x Display Port		
Monitor	21.5" display with Resolution 1920 x 1080 (VGA+HDMI+ Internal Speaker) All necessary ports (without convertor) and connectivity to desktop must be provided. Certified with TCO9		
Warranty	3 (Three) Years onsite OEM Comprehensive Warranty. OEM Warranty should be visible in the OEM website in respect to each product serial number.		
OEM must be Registered in India since past 15 years or more			
Make In India Class 1			
Technical Compliance of the offered products etc. must be furnished on OEM letter head			

<b>2. Core i5 Desktop PC</b>			
<b>Make &amp; Model</b>			
<b>Parameter</b>	<b>Technical Specification</b>	<b>Compliance</b>	<b>Remarks</b>
Form Factor	Tower / Micro Tower more than 20 litres		
Processor	Intel Core i5 Processor with support for at least 2.5Ghz (6 core, 18 MB Intel® Smart Cache) or higher or any equivalent processor (Processor should not be launched before Q1 2022)		
Chipset / Motherboard	Intel B series Motherboard's Manufacturer's logo must be embossed (not sticker) in the motherboard.		
Storage	512 GB M.2 NVMe SSD		
Memory	8 GB DDR4 3200MHz or higher with upgradeability upto 64GB or higher		
Ports	4 SATA III Ports 6 Gb/s (without using PCI/PCIe slots), Minimum 8 USB Ports, in 4 should in front, 2 USB ports should have 10gbps data transfer rate and one should be on Type C. Video Ports - 1x HDMI, 1x VGA & 1x DP (without convertor), 1x Audio Combo		



**Annexure-B**

Expansion Slots	Minimum 3 PCIe Expansion Slots with 1x PCI Express x16 and 2x PCI Express x1, 2 M.2 Slots for Storage and WiFi		
Power Supply	250W Internal Power Supply with 85% Efficiency or higher		
Operating System	Windows 11 Home with Factory Preloaded. Windows Digital Product Key should be embedded in BIOS / OEM MAF		
OS Support/Drivers	Support for Windows 11. Quoted model's Digital Hardware Drivers must be available in OEM website for download. Above asked OS certifications for the quoted model is must and must be available in public website		
Security	Discrete TPM 2.0 or better		
Certification	Quoted model should be certified for RoHS, EPEAT Gold India, FCC, Energy Star 8.0, CE, MET, Windows. OEM should also have ISO 9001, 14001, ISO 20001 and 27001 certifications		
Input Devices	USB Wired Keyboard with Indian Rupee Symbol; Scroll Mouse (both Same Desktop OEM make)		
Network interface	Integrated 10/100/1000 MBPS GbE LAN		
Wireless Connectivity	Wi-Fi 6E+ BT 5.3		
Audio	Integrated HD Audio.		
Video connectors	1 x VGA, 1 x HDMI 2.0 and 1x Display Port		
Monitor	21.5" display with Resolution 1920 x 1080 (VGA+HDMI+ Internal Speaker) All necessary ports (without convertor) and connectivity to desktop must be provided. Certified with TCO9		
Warranty	3 (Three) Years onsite OEM Comprehensive Warranty. OEM Warranty should be visible in the OEM website in respect to each product serial number.		
OEM must be Registered in India since past 15 years or more			
Make In India Class 1			
Technical Compliance of the offered products etc. must be furnished on OEM letter head			

<b>3. Core i3 Notebook PC</b>			
<b>Make &amp; Model</b>			
<b>Parameter</b>	<b>Minimum Technical Specification</b>	<b>Compliance</b>	<b>Remarks</b>
Processor	13th Generation (Processor Launch date not before year 2023), i3, 64 Bit processor with minimum 10MB cache, minimum 5 cores support 3.30 GHz or higher frequency		
	Compatible Chipset integrated with the processor. Laptop Motherboard make from the same Laptop OEM with Integrated discrete TPM 2.0 security		
	OEM logo must be embossed in the Motherboard		
Memory	8 GB DDR4(3200 MHz)/DDR5 or higher		
	Minimum 2 physical DIMM slots with field replaceable memory. No memory to be soldered onto motherboard, support upto 64 GB or higher memory upgradability		
Display	14" IPS FHD resolution with Anti-Glare LED Display with minimum 250 nits		
Graphics	Integrated/Dedicated UHD Graphics or higher		
Storage	Minimum 512 GB M.2 PCIe NVMe drive or more		
Webcam	HD Camera with physical camera shutter		
Operating System	Factory pre-install Windows 11 Home with latest Service Pack and Preloaded License, Systems Hardware driver should be available in OEM website against the offered model		
Connectivity	Integrated wireless supporting 802.11 ax network and Bluetooth v5.2 or higher		
Audio	High-Definition Audio, Integrated stereo sound. AI based noise reduction technology, Integrated Dual-array microphones		
Ports, connectors and slots	Minimum 3 USB 3.1, 1 USB Type C with thunderbolt 4.0, 1x HDMI 2.0, RJ-45, SD Memory card Reader, Universal Audio port Jack		
Keyboard	Full size spill-resistant Keyboard		
Touchpad	Precision Touchpad with multi touch		

	option.		
Certifications	ISO 14001:2004, ISO 9001, ISO 20001, ISO 27001, ISO 14000, SA8000		
	UL, TCO 9.0 EPEAT Gold (India), MIL810 G/H, FCC, CE, Energy Star 8.0; ROHS, Windows Professional and Linux Certification.		
Security	Security Lock slot		
Warranty	3 Years standard onsite warranty on Laptop Hardware and 1 year on battery and adaptor		
Laptop chassis materials	Mag - alloy/Carbon-fiber/Glass-fiber /High quality ABS Body with Mil standard 810 G/H certification.		
Accessories	Standard Good Quality Carrying Case from same Laptop OEM (Backpack with Laptop OEM Logo)		
	3 PIN 45W/65W OEM Approved Adaptor		
	USB Mouse		
Weight	Less than 1.60 Kg (including battery)		
Battery	Lithium ion / Polymer battery with Minimum 3 cell 50 WHr or more		
BIOS Security	OEM Approved Commercial BIOS		

<b>4. A4 Mono Duplex Laser Multi-Function Printer</b>			
<b>Make &amp; Model</b>			
<b>Parameter</b>	<b>Technical Specification</b>	<b>Compliance</b>	<b>Remarks</b>
Print Technology	Laser		
Cartridge type	Composite		
Function	Print/Scan/Copy		
Print Speed A4	33 ppm or higher, 20 ipm duplex		
Processor	800 MHz or higher		
Memory	512 MB		
Connectivity	Hi-Speed USB 2.0; Ethernet 10/100 Base-TX; Dual-band (2.4/5.0GHz) Wireless 802.11b/g/n		
Scan speed (A4)	Up to 19 ppm (b&w), up to 8 ppm (color)		
Scan file format	JPEG, TIF, PDF, XPS		
Input tray	250-sheet input tray		
Duplex printing	Automatic		
ADF capacity	50 sheet or higher		
Duty cycle	50,000 pages or higher		
Starter toner yield	1500 pages or higher		
Warranty	1 year onsite		

<b>5. A4 Colour Laser Multi-Function Printer</b>			
<b>Make &amp; Model</b>			
<b>Parameter</b>	<b>Technical Specification</b>	<b>Compliance</b>	<b>Remarks</b>
Print Technology	Laser Printer		
Cartridge technology	Composite		
Print speed A4	Up to 33 ppm (mono/color); duplex: Up to 29 ipm;		
First page out	As fast as 9.5 seconds black; As fast as 10.2 seconds color		
Scan Speed	Normal(A4): Up to 29 ppm (b&w), up to 26 ppm (colour);		
Memory	512 MB		
Processor	1200 Mhz or higher		
Duty cycle	50,000 pages/month		
Duplex Print	Automatic		
Copy Speed	Up to 33 cpm (mono & black)		
Input tray	50-sheet multipurpose tray, 250-sheet input tray, 50-sheet Automatic Document Feeder (ADF)		
Output tray	150 sheets		
Standard Connectivity	Hi-Speed USB 2.0 port, Gigabit Ethernet 100/1000 Base-TX network port; Wireless 802.11b/g/n; 2.4/5GHz Wi-Fi		
Starter toner yield	2000 pages black, 1000 pages CMY		
Warranty	3 years onsite		

<b>6. A3 Mono Laser Multi-Function Printer</b>			
<b>Make &amp; Model</b>			
<b>Parameter</b>	<b>Technical Specification</b>	<b>Compliance</b>	<b>Remarks</b>
Functions	Print, Scan & Copy		
Copy/print speed A4	Up to 22 ppm		
Print resolution	600 x 600 dpi or higher		
Scan/Copy resolution	600 x 600 dpi or higher		
Scan File formats	JPEG, PDF, compact PDF, PPTX, TIFF, XPS, compact XPS		
Printable paper size	A5-A3, customised paper sizes		
Printable paper weight	64-157 gsm		
Standard Paper Source	Single Drawer		
Paper input capacity	Standard: 350 sheets, Max.: 1350 sheets		
Paper input capacity (Tray 1)	250 sheets, A6-A3, custom sizes, 64-157 gsm		

Paper input capacity (Bypass Tray)	100 sheets, A6-A3, custom sizes, 64-157 gsm		
Automatic duplexing	1:2,2:2,2:1		
System memory	4GB (standard)		
Processor	Quad Core 1.6 GHz		
Interface	10/100/1000BaseT, 802.11a/b/g/n/ac, Bluetooth Low Energy, USB 2.0		
Operating systems	Win Server 2008, 7, Server 2012, 8.1, 10, Server 2016, Mac OS X 10.9+, Citrix, Linux, UNIX		
Page Description Language	PCL5e/c/6, PostScript 3, XPS		
Control Panel	177.8 mm Colour Touchscreen		
Warranty	1 year onsite		

<b>7. A3 Colour Laser Multi-Function Printer</b>			
<b>Make &amp; Model</b>			
<b>Parameter</b>	<b>Technical Specification</b>	<b>Compliance</b>	<b>Remarks</b>
Functions	Print, Scan & Copy		
Imaging technology	Laser		
Copy/print speed	Up to 25/25 ppm (mono/colour)		
First Copy Time	6.9 sec colour/5.2 sec black		
Copy/print resolution	600 x 600 dpi or higher		
Page Description Language	PCL5c/6, PostScript 3, XPS		
Multicopy	1-9,999		
Scan/Copy resolution	600 x 600 dpi or higher		
Scan File formats	JPEG, PDF, compact PDF, encrypted PDF, PPTX, TIFF, XPS, compact XPS		
Paper input capacity (Tray 1)	1x 500; A5-A4; custom sizes; 52-256 gsm 1x 500; A5-A3; custom sizes; 52-256 gsm		
Paper input capacity (Bypass Tray)	150-sheet/60 to 300 gsm		
Automatic duplexing	1:2, 2:2, 2:1		
Output Capacity	Max. 1150 sheets		
System memory	8 GB		
Processor	Quad Core 1.6 GHz		
System Storage	256 GB SSD		
Control Panel Display	256.5 mm Colour Touchscreen		
Interface	10/100/1000BaseT, 802.11b/g/n, USB 2.0;		
Network protocols	TCP/IP (IPv4 / IPv6); SMB; LPD; IPP; SNMP; HTTP(S); Bonjour		
Operating systems	Win Server 2008, 7, Server 2012, 8,		



	8.1, 10, Server 2016, Server 2019, Mac OS X 10.10+, Citrix, Linux, UNIX		
Warranty	1 year onsite		

<b>8. 1KVA Line Interactive UPS</b>			
<b>Make &amp; Model</b>			
<b>Parameter</b>	<b>Minimum Technical Specification</b>	<b>Compliance</b>	<b>Remarks</b>
Rating	1 KVA/0.6 KW		
Technology	Line Interactive UPS with inbuilt AVR		
Input System	220/230 VAC Single Phase		
Input Voltage	160V - 280VAC		
Input Frequency	45Hz - 65Hz (Auto Sensing)		
Output System	220/230 VAC Single Phase		
Output Voltage Regulation	+ 10% on mains mode, + 2% on battery mode		
Output Frequency	(Same as input) on mains mode, 50 Hz + 0.5 Hz on battery mode		
Battery Type	Inbuilt SMF Lead Acid Batteries of 2 Nos. 12V-7 AH		
Transfer Time	4-6 milli seconds		
Indicators	LED for backup mode, mains present		
Alarm	Audible alarm for backup mode, low battery and overload		
Temperature	0 deg C to 40 deg C		
Relative humidity	0-95% condensing		
Acoustic Noise	Less than 35 DB at 1 meter distance		
Weight	Total weight of the UPS + batteries should be above or equal to 7 KG.		
Certification	ISO 9001, ISO 14001, ISO 45001, ISO 27001, ISO 50001, RoHS Compliance, CE, IEC 62040-1, IEC 62040-2, IEC 62040-3, IEC 62040-4, IP-21		
Warranty	1 year onsite		

**Date:**

**Signature of Authorized Signatory with stamp**

**Name:**

**Designation:**

**Firm/Agency/Company:**

**Eligibility Criteria**

(to be filled up and submitted along with documents as per NIT)

Sl. No.	Description	Information	
1	Name of the Firm/ Agency/ Company		
2	Address of the Firm/ Agency/ Company (Enclose copy of address proof)		
3	Contact Details of the Firm/ Agency/ Company	Telephone/Mobile No.	
		Fax No.	
		E-Mail ID	
4	Name of Proprietor/ Partners/ Directors of the Firm/ Agency/ Company		
5	Other Details (Enclose Copy)	Valid Trading License for Meghalaya (in case of Non-Tribal)	
		PAN No.	
		Copy of PAN Card	
		Valid GST Registration Certificate	
		GST returns for the last quarter	
		Bidder exempted from any taxes or licenses must submit clear certified photocopies of those certificates/licenses.	
Tender specific			

**ANNEXURE - C**

		Manufacturer 's Authorization Form (MAF) from the principal company or OEMs mentioning the tender number.	
6	EMD		

**Date:**

**Signature of Authorized Signatory with stamp**

**Name:**

**Designation:**

**Firm/Agency/Company:**

**Tender for supply of Desktop PCs, Printers, UPS, etc.**

**Tender No.**

**UNDERTAKING**

I/We \_\_\_\_\_ do hereby solemnly affirm and declare that the My/Our firm /company/business entity is not blacklisted by any Government Department/ Autonomous Organization etc. or prosecuted by any court of law.

**Date:**

**Signature of Authorized Signatory with stamp**

**Name:**

**Designation:**

**Firm/Agency/Company:**

Tender No.

**BoQ (Bill of Quantity)**

#	Item Description	Make and Model	Quantity	A/U	Unit Rate	GST %	GST	Unit Rate including GST	Total Price including GST
1	Core i3 Desktop PC		30	Nos.					
2	Core i5 Desktop PC		20	Nos.					
3	Core i3 Notebook PC		333	Nos.					
4	A4 Mono Duplex Laser Multi-Function Printer		30	Nos.					
5	A4 Colour Laser Multi-Function Printer		20	Nos.					
9	A3 Mono Laser Multi-Function Printer		2	Nos.					
7	A3 Colour Laser Multi-Function Printer		2	Nos.					
8	1 KVA Line Interactive UPS		50	Nos.					
<b>Toners/Cartridges</b>									
9.1	HP 146X High Yield Black Original LaserJet Toner Cartridge (W1460X)	NA	1	Nos.					
9.2	HP 230A Black Original LaserJet Toner Cartridge (W2300A)	NA	1	Nos.					
9.3	HP 230A Cyan Original LaserJet Toner Cartridge (W2301A)	NA	1	Nos.					
9.4	HP 230A Yellow Original LaserJet Toner Cartridge (W2302A)	NA	1	Nos.					
9.5	HP 230A Magenta Original LaserJet Toner Cartridge (W2303A)	NA	1	Nos.					
9.6	Konica Minolta TN 225 Black Toner Cartridge	NA	1	Nos.					
9.7	Konica Minolta TN 328K Black Toner Cartridge	NA	1	Nos.					
9.8	Konica Minolta TN 328C Cyan Toner Cartridge	NA	1	Nos.					
9.9	Konica Minolta TN 328Y Yellow Toner Cartridge	NA	1	Nos.					
9.10	Konica Minolta TN 328M Magenta Toner Cartridge	NA	1	Nos.					
<b>Total</b>									<b>0.00</b>

**Date:****Signature of Authorized Signatory with stamp****Name:****Designation:****Firm/Agency/Company:**