

Request for Proposal (RFP) for Supply of Laptops



pnb investment services ltd.

A wholly owned subsidiary of Punjab National Bank

1. **SCHEDULE OF TENDER**

Sr. No.	Description	
1	Name of the Tender issuer	PNB Investment Services Limited
2	Last date and time for Submission of Bids	30th November 2024 up to 5.00 pm
3	Bid Submission	mani@pnbisl.com

2. **INTRODUCTION**

PNB Investment Services Limited incorporated on 2nd of February 2009, is a 100% subsidiary of Punjab National Bank. PNBISL is registered with SEBI as a Category- I Merchant Banker to handle all major Merchant Banking Services to Corporates, Institutional and Individual clients. PNBISL derives strength from Punjab National Bank which is one of the largest Nationalized Bank in the country with Pan-India network.

3. **SCOPE OF WORK:**

PNBISL invites bids for Supply of Laptops at PNBISL offices in PNB Pragati Towers, 2nd Floor C-9, G Block, Bandra Kurla Complex, Bandra East Mumbai 400051,

10, Rakesh deep Building, Yusuf Sarai Commercial Complex, Gulmohar Enclave, New Delhi-110049

Punjab National Bank Circle Office, 8th floor, Gujarat Bhawan, Ellis Bridge Ahmedabad - 380006.

Scope of work:

Supply of the new Laptops.

Detailed specification is mentioned in technical requirements (ANNEXURE-B).

4. SUBMISSION OF BIDS

The bid must be prepared covering the following information and submitted to PNBISL on or before the closing date.

4.1 Submission Format

The proposal will be submitted as per details mentioned below:

A) Contents of Technical Bid

- 1) Eligibility information as requested in Annexure – A
- 2) Technical bid information as requested in **Annexure – B**

B) Contents of Commercial Bid

The commercial bid as per **Annexure C** will be submitted Commercial bid for Laptops.

The bid must be mailed at Mani@pnbisl.com or submitted at the below address:

Ms. Mani Kavra
Dy. Manager

10, Rakesh deep Building, Yusuf Sarai Commercial Complex,
Gulmohar Enclave, New Delhi- 110049

5. TERMS & CONDITIONS

Eligibility Criteria:

- 1) Bidder should be a registered company with an established setup in India under appropriate laws of Government since last 3 years.
- 2) Bidder should authorized dealer from dell.
- 3) Bidder should be the prime bidder and no consortium is allowed.

General Terms and Conditions:

1) Terms of Delivery:

All Laptops should be delivered within a week from the date of purchase order at PNBISL Mumbai & Delhi Office.

2) Quotation Validity:

Validity period for quotation should be 30 days from the last date of submission of bids documents.

3) Right to reject, accept/cancel the Bid:

PNBISL reserves the right to accept or reject in full or in part, any or all the offers without assigning any reason whatsoever.

ANNEXURE A
Eligibility Information

PARTICULARS	Details
Name of the Bidder :	
Address of the Bidder :	
City :	
Telephone No. (with STD Code)	
E-Mail of the contact person:	
Mobile Number of the contact person:	
Company Website :	
Constitution of the Company (Public Ltd/ Pvt. Ltd / Partnership / Proprietorship)	
Valid Goods &Service tax registration No. :	

Seal, Signature of bidder with date

ANNEXURE B Technical Bid

Specification and brand should be available from **Dell**

Sr. No.	Component	Description	Req. Qty.
1	LAPTOP SPECIFICATION:		
	Model Name	<ul style="list-style-type: none"> • DELL Inspiron 5430 	
	Series	<ul style="list-style-type: none"> • Inspiron 5430 	
	Color	<ul style="list-style-type: none"> • Platinum Silver 	
	Type	<ul style="list-style-type: none"> • Thin and Light Laptop 	
	Battery	<ul style="list-style-type: none"> • 4-Cell Battery, 54WHr 	
	Screen Size	<ul style="list-style-type: none"> • 35.56 cm (14 inch) 	
	Screen Resolution	<ul style="list-style-type: none"> • 1920 X 1080 Pixels pixel 	
	Products Dimensions	<ul style="list-style-type: none"> • 1.95 X 31.4 X 22.6 	
	Weight	<ul style="list-style-type: none"> • 1.59kgs 	
	Keyboard	<ul style="list-style-type: none"> • Backlit Keyboard & Fingerprint Reader 	6
	Processor Brand	<ul style="list-style-type: none"> • Intel 	
	Processor Name	<ul style="list-style-type: none"> • Core i5 	
	Processor Model	<ul style="list-style-type: none"> • Core i5-1335U 	
	Processor Generation	<ul style="list-style-type: none"> • 13th Gen 	
	SSD	<ul style="list-style-type: none"> • Yes 	
	SSD Capacity	<ul style="list-style-type: none"> • 512 GB 	
	RAM	<ul style="list-style-type: none"> • 16 GB 	
	RAM Type	<ul style="list-style-type: none"> • LPDDR5 	
	Graphic Processor	<ul style="list-style-type: none"> • Intel Integrated Intel Iris Xe Graphics 	
	Storage Type	<ul style="list-style-type: none"> • SSD 	
	Ports	<ul style="list-style-type: none"> • HDMI 1.4*, (1) Intel Thunderbolt 4.0, (1) USB 3.2 Gen 1 Type-A, SD card reader, (1) Audio Jack 	

	OS Architecture	• 64 bit	
	Operating System	• Windows 11	

Company Name:

Signature:

Name:

Designation:

Phone No:

Official email ID:

ANNEXURE C

Commercial Bid

COMPANY NAME : _____

ADDRESS : _____

CONTACT PERSON : _____

PHONE NUMBER : _____

EMAIL : _____

WEB SITE : _____

Commercial Price description for Laptops:

Sr. No.	Laptop Computer Model	Qty.	Price Per Unit	Total Price	GST	Total Price with GST
1	Laptop Model: (Technical specification as per Annexure B)	6				
	Total Cost					

Signature:

Name:

Designation:

Phone No:

Official email ID: