GUJARAT INFORMATICS LIMITED
(A Government of Gujarat Company)

GUJARAT INFORMATICS LIMITED
Block No. 2, 2nd Floor,
C & D Wing, Karmayogi Bhavan
Sector - 10 A, Gandhinagar – 382010.
Phone No: 23256022, Fax No: 23238925

Bid for Procurement of Laptop on behalf of Various Government Departments/Boards/Corporations/Offices within the State of Gujarat (Tender No. HWT04112026)

Pre-bid Meeting: 13.11.2026 at 1500 hours

Venue for pre-bid meeting: Gujarat Informatics Ltd (GIL), Block No. 2, 2nd Floor, C & D Wing, Karmayogi Bhavan Sector - 10 A, Gandhinagar - 382010 Gujarat.

Last Date of Submission of Bid: 25.11.2026 till 1700 hours

Last Date of Submission of Bid Processing Fees & EMD: 25.11.2026 till 1700 hours

Date of Opening of Bid: 25.11.2026 on 1800 hours

Bid Processing Fee: Rs. 17,700

Eligibility Criteria for the bidder:

This bid is invited exclusively for Non-Make in India OEM Product.

Accordingly, only bidders/OEMs offering Non-Make in India OEM Product shall be eligible to participate in this bid.

Eligibility Criteria – Non-Make in India OEM Product

Criteria	Laptop
Bid Notional quantity	800 qty
EMD in Rs.	6.4 Lakh
Bidder Turn Over Criteria: The minimum average annual financial turnover of the bidder during the last three years (FY 2022-23, FY 2023-24, FY 2024-25). Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.	6.4 Cr
OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years (FY 2022-23, FY 2023-24, FY 2024-25). Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.	16 Cr
Past Performance (Bidder)	The bidder must have successfully executed /completed work orders for the Laptop product within the last 7 years before the bid opening date. The work orders should be from any Central / State Government Organization / PSU/ Public Listed Company/ Higher Educational Institutions recognized by UGC or Act of Central or State Govt. Cumulative quantities of all such work orders during the last 7 years will be considered for evaluation. Minimum cumulative quantities required for Laptop: 320 qty Work orders for Laptop only shall be considered **In case the bidder is the OEM of the quoted product, this criterion shall not be applicable.**

Past Performance (OEM)	The OEM (themselves or through re-sellers) must have supplied same or similar category product within the last 7 years before the bid opening date. Work orders either directly by OEM or through its resellers will be considered. Cumulative quantities of all such work orders during the last 7 years will be considered for evaluation. Experience of any OEM other than the quoted OEM shall not be considered. Minimum cumulative quantities required for Laptop: 1,000 qty **The following types of work orders shall be considered as same or similar category:** Work orders for Laptop only shall be considered
Windows 11 Professional should be factory pre-loaded from OEM	Bidder will have to submit OEM undertaking letter at the time of bidding.
Upload Manufacturer authorization: Wherever Authorised Distributors are submitting the bid, Manufacturers Authorisation Form (MAF)/Certificate with OEM details such as name, designation, bid number, address, e-mail Id and Phone No. required to be furnished along with the bid.	Bidders will have to submit bid Specific OEM Authorization (bid no. must be mentioned).
Datasheet and Technical compliance	Datasheet & Technical specification compliance on OEM letter head with duly signed & stamped
Self-Declaration for acceptance of ATC Given in bid.	Self-declaration with duly signed & stamped.
Undertaking as per guidelines published by Ministry of Finance, Dept. of Expenditure, Public Procurement division dated 23.07.2020 in the given format by Bidder as well as OEM of all the products.	Bidder & OEM undertaking letter with duly signed & Stamped as per Performa given in bid
Bidder & OEM of quoted item should not be blacklisted/debarred by any state government / central government / PSU in last three years as on last date of bid submission.	Bidder & OEM will have to submit undertaking letter at the time of bidding.
OEM must have Min. 3 Functional Service in different Cities in Gujarat. Bidder will have to submit details of OEM service centers with address, telephone no., contact person phone no., email id etc. at the time of bidding.	Bidder & OEM will have to submit undertaking letter at the time of bidding.
Bidder must have one office in Gujarat. OR if bidder do not have office in Gujarat then at the time of bid submission, they will have to submit undertaking letter to open office in Gujarat within 45 days after award of the contract.	Please submit copy of any one document of the following in the name of Bidder: Property tax bill/Electricity Bill/Telephone Bill/GST Registration/Lease agreement etc...

Note : In a bid either OEM or their authorized bidder can bid but both cannot bid simultaneously for the same item/product in this bid

Note: Bidders who wish to participate in this bid will have to register on https://tender.nprocure.com. Further bidders who wish to participate in online bids will have to procure Digital Certificate as per Information Technology Act 2000 using which they can sign their electronic bids. Bidders can procure the same from (n)

code solutions – a division of GNFC Ltd., or any other agency licensed by Controller of Certifying Authority, Govt. of India. Bidders who already have a valid Digital Certificate need not procure a new Digital Certificate.

The terms and conditions are as follows:

1. GIL through this bid invites proposal for procurement of Laptop on nprocure portal on behalf of various Government Departments/Boards/Corporations/Offices within the State of Gujarat. No physical bids will be accepted.

2. The bid is non-transferable.

3. The quantities mentioned in this bid are indicative and notional, provided only for evaluation purposes. The actual quantities may vary during the contract period. Successful bidders will be empaneled for executing the work as per the scope of work and terms & conditions specified in this bid. However, tenderer does not guarantee any order quantity for each line item. Actual Orders will be released offline separately based on the actual requirement received during the contract period at the discovered prices. The supplier shall be bound to supply the ordered quantity at the agreed contract rates, terms, and conditions.

   The Purchaser reserves the right to increase or decrease the quantity up to ±25 % of the notional quantity for each line item during bid validity period.

   - Bid validity and empanelment under this contract shall be for a period of 3 months from the date of first offline order issued by indenting departments.

4. The bid submitted shall have the following documents:

   SECTION – I - Bid Security and Bid processing fee (non-refundable) (Physical at GIL):

   The bid security and bid processing fee (non-refundable) to be furnished to GIL office on or before due date & time. The details are required to be filled in this section.

   SECTION – II – Technical Section (Online):

   Documents as per Eligibility criteria and all formats mentioned in bid document.

   SECTION –III - Price bid Section (Online):

   Bidders while participating in a bid should submit price element(s) in Financial bid only and not to mention any price element(s) in the technical section, else the offer shall be rejected as nonresponsive.

5. Bidder will have to submit (Refundable) Earnest Money Deposit (E.M.D.) as asked in bid. The Bidder may quote only one make & model (i.e. only one product can be quoted) against item. Bidders are required to mention make & Model of the product under this bid.

6. The Bidder will have to remit Non-refundable Bid Processing Fees of Rs. 17,700/- & (Refundable) Earnest Money Deposit (E.M.D.) of

Non-Make in India OEM Product

No	Item	EMD Amount in Rs.
1	Laptop	6.4 Lakh

on or before due date and hours in a sealed cover at GIL office with the heading "Bid Processing fees & EMD in Bid for Procurement of Laptop on behalf of Various Government Departments/Boards/Corporations/Offices within the State of Gujarat. (Tender No. HWT04112026)

Following categories of bidders shall be exempted from furnishing EMD;

- Micro and Small Enterprises (MSEs) who are holding valid Udyam Registration and **are manufacturer of the offered/quoted Product** and whose credentials are validated online through Udyam Registration website of Ministry of MSME and also through supporting document uploaded during bid submission and validated by the Buyer.
- Start-ups shall be eligible for exemption from EMD criteria only if they are the manufacturers of the offered/quoted product. Start-ups as recognized by Department for Promotion of Industry and Internal Trade (DPIIT), holding valid Startup Recognition Certificate which is to be uploaded while bidding and claiming EMD exemption and to be validated by the Buyer. Bidder to ensure that turnover for any of the financial years has not exceeded beyond limits prescribed in the certificate / Start Up scheme of DPIIT.
- Central / State PSUs.

The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per above clause with the bid. Under MSE category, only manufacturers **of the offered Product** are eligible for exemption from EMD. Traders/Distributors are excluded from the exemption.

Bidder turnover Exemption

Following categories of bidders shall be exempted from Bidder turnover;

- Micro and Small Enterprises (MSEs) who are holding valid Udyam Registration and are **manufacturer of the offered/quoted Product** and whose credentials are validated online through Udyam Registration website of Ministry of MSME and also through supporting document uploaded during bid submission and validated by the Buyer. Traders/Distributors are excluded from the exemption.

- Start-ups shall be eligible for exemption from Bidder turnover Exemption only if they are the manufacturers of the offered/quoted product. Start-ups as recognized by Department for Promotion of Industry and Internal Trade (DPIIT), holding valid Startup Recognition Certificate which is to be uploaded while bidding and claiming EMD exemption and to be validated by the Buyer. Bidder to ensure that turnover for any of the financial years has not exceeded beyond limits prescribed in the certificate / Start Up scheme of DPIIT.

Note: No bidders shall be exempted from Past Performance criteria of OEM and Bidder and submitting Bid Processing Fee at GIL.

7. Bid processing fees must be in the form of Demand Draft or through NEFT in the name of "Gujarat Informatics Ltd." payable at Gandhinagar along with the covering letter.

8. EMD as mentioned above, shall be submitted in the form of Demand Draft/ through NEFT OR in the form of an unconditional Bank Guarantee (which should be valid up to validity of Bid + 90 days) of All

Nationalized Bank including the public sector bank or banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the GR. No: FD/MSM/e-file/4/2025/2712/DMO Dated: 01/04/2026 issued by Finance Department or further instruction issued by Finance department time to time in the name of "Gujarat Informatics Ltd." payable at Gandhinagar (as per prescribed format given at as per prescribed format given at **Annexure A**) and must be submitted along with the covering letter.

NEFT Details:
Beneficiary Name: Gujarat Informatics Ltd
Bank Name:- HDFC Bank
Branch :- Sector 16 Gandhinagar
Bank A/c No:- 50200010918090
IFSC Code:- HDFC0000190

9. Please affix the stamp of your company on the overleaf of in case of demand draft.

10. Note: Failing to submit physical covers of EMD and bid processing fees at GIL on or before due date and time may lead to the rejection of the bid.

11. In case of non-receipt of Bid Processing fees & EMD as mentioned above within prescribed time the bid will be rejected by GIL as non-responsive.

12. Unsuccessful/ disqualified bidders EMD will be returned as promptly as possible or end of bid validity period whichever is earlier. Successful bidders EMD will be released after 3 months from first offline order issued by indenting department.

13. The E.M.D. may be forfeited:
    (a) if a Bidder withdraws its bid during the period of bid validity
    (b) In case of a successful Bidder, if the Bidder fails:
        i. If the bidder is found to be involved in fraudulent practices.
        ii. If the successful bidder fails to submit the Performance Bank Guarantee. GIL also Reserve the right to blacklist such bidder from participating in future tenders if sufficient cause exists

14. Before delivery at respective site, bidder will have to offer inspection in the manner as decided by GIL before delivering to the respective sites or at customer sites. The arrangement of inspection of goods has to be done by supplier. Any deviation found in the specification of the produced goods or delivered goods after inspection from the tender specifications will lead to the cancellation of the order, forfeiture of EMD/PBG and prohibition in the participation in the future purchase of Government of Gujarat. GIL/GoG will not be responsible for any time delay which may arise due to any deviation from the bid technical specification found at the time of inspection and the bidder has to deliver and install the ordered goods within prescribed time limit.

    Bidder may also offer inspection of material stocked at their warehouse & GIL will complete the inspection the said stock before delivery of the material to the indenting department to avoid delay.

15. GIL may further inform the rates discovered to various Govt. departments who are sending their indent at GIL. Bidder / OEM may not quote the same rates with reference to department directly. Indenting Departments will place offline order to selected empaneled bidders with copy to GIL. Bidder has to deliver

material directly to indenting department. Bidder would request for inspection to GIL before the delivery to indenting department and the delivered material is liable for rejection in case of any deviation from the specification as mentioned in this bid. Delivery & installation timeline will start from offline order date i.e. 60 working days from date of order placed by indenting departments to selected empaneled bidders & warranty of the item will start after the date of successfully installation and successful FAT (Final Acceptance Test) of items at respective locations.

16. Selected empaneled bidders will have to stock and maintain the sufficient material to cater the requirements & deliver in stipulated time limit to provide immediate delivery of the material to the indenting department.

17. After delivery & installation of material at respective location within the state of Gujarat, bidder will have to submit invoice along with delivery challan and installation report (duly signed by consignee & with received sign and stamp of indenting department) at Indenting department. Indenting Department will make payment directly to bidder.

Terms & Conditions:

1: Place and registration of assets etc.: Selected empaneled bidders has to supply, install, maintain, provide operational training of supplied hardware, Operating Software and peripherals and carry out necessary integration at Indenting Department**.** The asset should be registered in name of Indenting department /office and direct support, upgrade and all licenses should be registered under the name of this department / office.

2: Invoice: Invoice should be raised as in the name of "Indenting Department" and Invoice should contain bank account details where payment is to be made, and Invoice must be signed and sealed.

3: Performance Bank Guarantee (PBG): Selected empaneled bidders has to submit Performance Bank Guarantee @ 5% of total order value within 15 days from the date of issue of order (for warranty period + extra 2 months) from Any Nationalized Bank including the public sector bank or banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the GR. No: FD/MSM/e-file/4/2025/2712/DMO Dated: 01/04/2026 issued by Finance Department or further instruction issued by Finance department time to time as per the draft attached herewith in the name of Indenting Department. Further the contract management will be done by department / office.

4: Failure to submit PBG: In case Selected empaneled bidders fail to submit the PBG as mentioned above, Department / office reserves discretionary right to cancel this purchase order and forfeit the EMD. The order with value upto 5 lakhs (without tax), there will be no requirement of Performance Bank Guarantee

5: Price: Price shall be inclusive of all freight, forwarding, transit insurance and installation charges.

6: Inspection of delivery goods: Bidder would request for inspection to GIL before the delivery to Dept. and the delivered material is liable for rejection in case of any deviation from the specification as mentioned in this bid.

7: Further condition of Inspection: Selected empaneled bidders will have to offer the inspection in the manner as decided by GIL before delivering to the respective sites or at customer sites. The arrangement of inspection

of goods has to be done by supplier. Any deviation found in the specification of the produced goods or delivered goods after inspection from the tender specifications will lead to the cancellation of the order, forfeiture of EMD/PBG and prohibition in the participation in the future purchase of Government of Gujarat. GoG will not be responsible for any time delay which may arise due to any deviation from the bid technical specification found at the time of inspection and Bidder have to deliver and install the ordered goods within prescribed time limit.

8: Delivery & Installation: Within 60 Working days from the date of purchase order/work order of Indenting Dept.

Note: site readiness to be provided by end user.

9: Penalty Clause for delay in delivery & installation:

- If Bidder fail to deliver and install the requisite hardware and operating software within the time limit as mentioned in the bid, then 0.5% of total value of delayed qty. per week or proportionate part of the week of delayed period shall be deducted.
- The amount of penalty for delay in delivery & installation shall be subject to a maximum limit of 10% of the total contract value. Department / Office reserves the discretionary right to cancel this purchase order and forfeit the EMD/PBG.
- In case, delay for delivery and installation of the requisite hardware and software will be due to Indenting Department OR its field offices, then penalty will not be imposed.

10: Warranty:

- Comprehensive onsite warranty for 5 years from OEM from the date of installation of all items.
- Warranty of the item will start after the date of installation and successful FAT of items at respective locations.
- If any items give continuous trouble, say more than 3 times in one month during the warranty period, Bidder have to replace the systems with new system without any additional cost to the purchaser.
- The hardware and the license should be registered in name of Indenting Department.
- Free maintenance services shall be provided by Selected Bidder during the period of warranty directly to the indenting department.
- All the required cables & accessories are required to be supplied along with all items to make item to be functional.
- Selected Bidder must have to ensure that the warranty support & service should be available up to delivery locations to provide repairing cum replacement services of faulty equipment within 48 hrs.

11: Operational/Warranty period Penalty:

- During warranty period, if the complaint is not resolved within 48 hrs the penalty of Rs. 300 per day for desktops will be levied. However, if the complaints not resolved within 7 days then from 8th day to 14th day, penalty would be levied @ 150% and from 15th day onwards penalty @ 200% of the above rates would be levied. The amount of penalty will be recovered from the Performance bank guarantee during warranty period.

- The amount of Operational/Warranty period Penalty shall be subject to a maximum limit of 5% of the total contract value. Further, Department / office reserve right to repair the material and the cost shall be debited from PBG amount.
- Selected Bidder will be required to co-ordinate with software vendor and/or do liasioning with other service provider to achieve the end-to-end connectivity. This also includes Laptop OS configuration with respect to LAN/WAN technologies implementation.

12: Payment:

- Payment for Goods and Services shall be made by Indenting Department in Indian Rupees
- No advance payment will be made.
- 100% payment after successful inspection of GIL, and after completion certificate of delivery & installation of the ordered goods by indenting Dept. In case site is not ready, Department / Office may release the payment at its discretion.
- The inspection will be done as decided by GIL.

13: Change in Make/Model/ Processor due to Non-Availability:

The Bidder shall quote only one Make & Model along with specified products in the bid. No change in the quoted Make/Model/Processor shall be permitted during the tenure of bid validity.

However, change may be permitted only under exceptional circumstances, as defined below, and strictly with prior written approval of the Purchaser:

a) In case the quoted Make/Model/Processor is declared End of Life (EOL) / End of Sale (EOS) or is not available due to market supply constraints, the selected bidder may propose an alternative Make/Model/Processor (including change between Intel and AMD platforms), subject to prior approval of the Purchaser.

b) Any such proposed change shall be of equivalent or higher specifications and performance, meeting all bid requirements without any deviation

14: Termination for Default: In case of successful bidder is found in breach of any condition(s) of bid or supply work order, at any stage during the course of supply / installation or warranty period, the legal action as per rules/laws, shall be initiated against the successful bidder and EMD/PBG shall be forfeited, besides debarring and blacklisting the bidder concerned for the time period as decided by Govt., for further dealings with GoG. Buyer shall have the right to cancel or Withdraw the Contract for the unsupplied portion after the expiry of the original, extended or re-fixed delivery date or period stipulated in the Contract.

15: Any question/query/ dispute arise for its interpretation the decision of the Purchaser is final and binding. Purchase order will be governed by the laws of India and the courts of Gandhinagar, Gujarat, India will have exclusive jurisdiction to entertain any dispute with regards to purchase order. The Parties will try in good faith to settle any dispute relating to this purchase order within thirty days after such dispute arises.

16: Force Majeure shall mean and be limited to the following:

a) War / hostilities

b) Riot or Civil commotion

c) Earthquake, flood, tempest, lightening or other natural physical disaster.

d) Restrictions imposed by the Government or other statutory bodies, which prevents or delays the execution of the order by the BIDDER.

The BIDDER shall advise GIL by a registered letter duly certified by the local statutory authorities, the beginning and end of the above causes of delay within seven (7) days of the occurrence and cessation of such Force Majeure Conditions. In the event of delay lasting over two months, if arising out of causes of Force Majeure, GIL reserves the right to cancel the order.

Completion period may be extended to circumstances relating to Force Majeure by the GIL. Bidder shall not claim any further extension for completion of work. GIL/GoG shall not be liable to pay extra costs under any conditions.

The BIDDER shall categorically specify the extent of Force Majeure conditions prevalent in their works at the time of submitting their bid and whether the same have been taken in to consideration or not in their quotations. In the event of any Force Majeure cause, the BIDDER shall not be liable for delays in performing their obligations under this order and the delivery dates can be extended to the BIDDER without being subject to price reduction for delayed delivered, as stated elsewhere.

It will be prerogative of GIL/GoG to take the decision on force major conditions and GIL/GoG decision will be binding to the bidder.

17: Unconditional acceptance of P.O: Selected bidders are requested to furnish the unconditional acceptance of P.O. within 3 days from the receipt of purchase order to purchasing department.

18: Clarification on Bidding Documents

Bidders can seek clarifications on or before the Pre-Bid meeting date & time to Gujarat Informatics Limited by emailing the queries on the email ids given in this bid document in the below prescribed Excel format only. GIL will clarify and issue pre-bid responses and amendments if any at GIL's website as well as on nprocure portal. No further clarification what so ever will be entertained after the pre-bid meeting.

S. No.	RFP Document Reference(s) (Clause & Page Number(s))	Content of RFP requiring Clarification(s)	Points of clarification	Justification (Optional)
1.				

Shri Maulik Chauhan, (I/C) GM – Tech & Networking and Shri Prakash Dholakia, GM (Networking)
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TECHNICAL MINIMUM SPECIFICATIONS of Laptop

Laptop

- ✓ Processor: 13th Generation Intel core i5 1334U series or higher / AMD Ryzen 5 7535U series or higher and Laptop should have been manufactured in the year 2025 or thereafter.

  Technical specification compliance on OEM letter head with duly signed & stamped. Undertaking from OEM and Processor manufacturer regarding the manufacture in year 2025 or thereafter.

- ✓ Security: Trusted Platform Module (TPM) 2.0 or higher chip
- ✓ Graphics Type : Integrated
- ✓ RAM Size (GB): 16 GB DDR5 or higher (Single Module) with 1 DIMM slot free. Should support expansion up to 32 GB.
- ✓ Total internal storage capacity: 512 GB NVME
- ✓ Operating System (Factory Pre-Loaded) : Windows 11 Professional or higher
- ✓ Display Size (INCHES) : 14 Inch only with 1920*1080 resolution
- ✓ Display Type : Non Touch
- ✓ Wireless Connectivity : yes
- ✓ RJ-45 (either built-in or through OEM-supplied external Ethernet adapter; both options are acceptable), Min 2 USB 3.0 Type A, 1 USB 3.0 Type C, Audio Combo port, DC adapter Jack, HDMI port.
- ✓ Inbuilt Bluetooth connectivity, 1 HDMI port, Inbuilt Speaker & Mic
- ✓ Availability of Webcam integrated with Display: yes
- ✓ Carry Case: yes
- ✓ Battery & adaptor Warranty (Year) : 3 years
- ✓ Battery Backup time: 8 hours
- ✓ Regulatory Certifications : BEE/Energy Star 7.0 or higher, EPR, RoHS or any other relevant Indian Certificates
- ✓ On Site OEM Warranty (Year) : 5
- ✓ The OEM must submit an undertaking confirming that the warranty for the quoted product is verifiable on the OEM's official website.
- ✓ Laptop shall have "Government of Gujarat" written preinstalled in a properly readable font size. Bidder has to provide compliance on OEM letter head with duly signed.

Evaluation of the bids :

After the closing time of submission, TENDERER will verify the submission of Bid Processing Fees and EMD as per bid terms and conditions (Preliminary Evaluation). The Technical bids of the bidders who are complying with Preliminary Evaluation criteria will be opened. Failing to submit physical covers of EMD and bid processing fees at GIL on or before due date and time may lead to the rejection of the bid in Preliminary Evaluation.

The financial bids of technically qualified bidders shall be opened and L1 bidder will be determined as per Financial bid submitted for the respective item. If the L1 rates are not found to be reasonable, the L1 bidder may be asked to match the reasonable rates as determined by the tendering authority.

Note: Reverse auction shall not be part of this bid.

Choice of Agency (Empanelment)

- 2 Agencies (L1, L2) with a minimum of 2 different OEMs shall be identified for Empanelment subject to match the L1 rate.
- Once the L1 bidder is identified, bidders at L2 position shall be invited to match the discovered L1 rate. Upon their acceptance, two agencies shall be finalized for empanelment, subject to the requirement of empanelment of two different OEMs
- If the L2 bidder declines to match the L1 rate, the next lowest financial bidder representing a different OEM will be invited to match the L1 rate. This process shall continue until two agencies representing two different OEMs are identified for empanelment.
- In case any agencies are not willing to match the L1 rate, empanelment shall proceed with the available L1 agency.

If the first two eligible bidders belong to the same OEM, the L2 bidder shall not be empaneled. Instead, the next lowest bidder representing a different OEM shall be given an opportunity to match the L1 rate. If such bidder declines to match the L1 rate, the opportunity shall be extended to the next lowest bidder representing a different OEM. This process shall continue until two empaneled agencies representing two different OEMs are identified. If no bidder representing a different OEM is available or willing to match the L1 rate, empanelment shall proceed with the available agencies.

Examples:

(1) After matching the L1 rate:

- L1 : X OEM
- L2 : Y OEM

Result: L1 and L2 shall be empanelled.

(2) After matching the L1 rate:

- L1 : X OEM
- L2 : X OEM
- L3 : Y OEM

Result: L1 and L3 (or the next lowest bidder representing a different OEM who matches the L1 rate) shall be empanelled.

(3) After matching the L1 rate:

- L1 : X OEM
- L2 : X OEM
- L3 : X OEM
- L4 : Y OEM

Result: L1 and L4 (or the next lowest bidder representing a different OEM who matches the L1 rate) shall be empanelled.

Quantity Distribution among Empanelment Agencies

- The total quantity shall be distributed among the Empaneled Agencies in the ratio of 70:30 between L1 and the second empaneled agency, respectively.
- If only one agency is empaneled, 100% of the quantity shall be allocated to the L1 bidder.

Note: Indenting Department will issue the purchase order as per above ratio.

FINANCIAL BID FORMAT

This bid is for empanelment of bidders for supply of items at finalized unit rates. Accordingly, quantity in the financial bid has been kept as '1' for price discovery and notional quantities have been mentioned separately.

Non-Make in India OEM Product

Item: Laptop

Sr. No	ITEM	Qty.	Unit Price with Warranty (In Rs. Without tax)	Total Price (In Rs. Without tax)	Rate of GST (%)
A	B	C	D	E=C*D	F
1	Laptop	1			
	Grand Total (for all the line item)				

Note:

- L1 will be the lowest sum total of rates without tax.
- Cost as indicated above is inclusive of all taxes excluding GST. Amount of GST, as applicable at the time of billing, shall be borne additionally by the Authority.
- The below-mentioned figures/quantities are estimated/indicative/notional only. However, at the time of implementation, the actual figures/quantities would be considered.

Non-Make in India OEM Product

Item: Laptop

Sr. No	ITEM	Qty.
1	Laptop	800

- **Bidders are requested to upload document for quoted Make & Model**

Item	Quoted Make & Model
Laptop	

Bidders are requested to kindly go through the Office Memorandum No.: F. No.6/18/2019-PPD dated 23.07.2020 & Office Memorandum No.: F.18/37/2020-PPD dated 08.02.2021 of Ministry of Finance, Dept. of Expenditure, Public Procurement division related restrictions on procurement from border countries. As per this GR, bidders are required to quote/offer the product which adheres to this GR. The undertaking as from bidder as well as from offered product OEM is required to be submitted along with bid as per given Performa.

On letterhead of Bidder

Sub : Undertaking as per Office Memorandum No.: F. No.6/18/2019-PPD dated 23.07.2020 & Office Memorandum No.: F.18/37/2020-PPD dated 08.02.2021 published by Ministry of Finance, Dept. of Expenditure, Public Procurement division

Ref: Bid Number: _____

I have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India. I certify that we as a bidder and quoted product from following OEMs are not from such a country or, if from such a country, these quoted products OEM has been registered with competent authority. I hereby certify that these quoted product & its OEM fulfills all requirements in this regard and is eligible to be considered for procurement for Bid number_____.

No.	Item	Quoted Make & Model

In case I'm supplying material from a country which shares a land border with India, I will provide evidence for valid registration by the competent authority, otherwise GIL/End user Dept. reserves the right to take legal action on us.

(Signature)
Authorized Signatory of **M/s <<Name of Company>>**

On letterhead of OEM

Sub : Undertaking as per Office Memorandum No.: F. No.6/18/2019-PPD dated 23.07.2020 & Office Memorandum No.: F.18/37/2020-PPD dated 08.02.2021 published by Ministry of Finance, Dept. of Expenditure, Public Procurement division

Ref: Bid Number: _____

Dear Sir,

I have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India. I certify that our quoted product and our company are not from such a country, or if from such a country, our quoted product and our company have been registered with competent authority. I hereby certify that these quoted product and our company fulfills all requirements in this regard and is eligible to be considered for procurement for Bid number_____.

No.	Item	Quoted Make & Model

In case I'm supplying material from a country which shares a land border with India, I will provide evidence for valid registration by the competent authority; otherwise GIL/End user Dept. reserves the right to take legal action on us.

(Signature)
Authorized Signatory of **M/s <<Name of Company>>**

Bidder Information

Name	
Designation	
Company Address	
Telephone No	
Mobile No	
E-mail	

Performa of Compliance letter/Authenticity of Information Provided
On Non judicial Stamp paper of Rs. 300 duly attested by the First class Magistrate/Notary Public)

Date:

To,
GM (Networking), Gujarat Informatics Ltd,
Block No. 2, 2nd Floor, C & D Wing, Karmayogi Bhavan
Sector - 10 A, Gandhinagar – 382010.

Sub: Compliance with the tender terms and conditions, specifications and Eligibility Criteria

Ref: Tender no.

Dear Sir,

With reference to above referred tender, I, undersigned <<Name of Signatory>>, in the capacity of <<Designation of Signatory>>, is authorized to give the undertaking on behalf of <<Name of the bidder>>.

We wish to inform you that we have read and understood the technical specification and total requirement of the above mentioned bid submitted by us.

We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliant with specifications mentioned in the bid document.

We also explicitly understand that all quoted items meet technical specification of the bid & that such technical specification overrides the brochures/standard literature if the same contradicts or is absent in brochures.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of GIL Tender Committee for disqualification will be accepted by us.

The Information provided in our submitted bid is correct. In case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD/ PBG/cancel the award of contract. In this event, GIL reserves the right to take legal action on us.
Thanking you,

Dated this _____ day of_____2026

Signature: _____
(in the Capacity of) :_____
Duly authorized to sign bid for and on behalf of
_____

Note: This form should be signed by authorized signatory of bidder

To,

GM (Networking),

Gujarat Informatics Ltd,

Block No. 2, 2nd Floor, C & D Wing, Karmayogi Bhavan
Sector - 10 A, Gandhinagar – 382010.

Ref: Bid Number: XXXX

Subject: MAF Authorization.

Dear Sir,

We, M/s._____(Name of the OEM) who are established and reputed manufacturers of do hereby authorize M/s. _____(Name of the Bidder) to submit a bid, and sign the contract with you against above mentioned tender No: _____.

We authorized the M/s. _____ for the following products:

Sr. No.	Item Description	Make	Model
1			

We hereby extend our full warranty in accordance with warranty clauses mentioned in the RFP and will provide support during contract period as per the requirement, with respect to the products offered by the above firm in reply to this Invitation for Bids.

Thanking you,

(Signature)

Authorized Signatory of **M/s <<Name of Company>>**

Annexure A

Format of Earnest Money Deposit in the form of Bank Guarantee

Ref: Bank Guarantee No.
Date:

To,

GM (Networking), Gujarat Informatics Ltd,

Block No. 2, 2nd Floor, C & D Wing, Karmayogi Bhavan
Sector - 10 A, Gandhinagar – 382010.

Whereas ---------- (here in after called "the Bidder") has submitted its bid dated ---------- in response to the Tender No. HWT04112026 KNOW ALL MEN by these presents that WE ---------- ---------- having our registered office at ---------- ---------- ---------- (hereinafter called "the Bank") are bound unto the Gujarat Informatics Limited in the sum of ---------- for which payment well and truly to be made to Gujarat Informatics Limited , the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this ----------day of ---------- ----2026.

THE CONDITIONS of this obligation are:

1. The E.M.D. may be forfeited:
    a. if a Bidder withdraws its bid during the period of bid validity
    b. Does not accept the correction of errors made in the tender document;
    c. In case of a successful Bidder, if the Bidder fails:
        (i) To sign the Contract as mentioned above within the time limit stipulated by purchaser or
        (ii) To furnish performance bank guarantee as mentioned above or
        (iii) If the bidder is found to be involved in fraudulent practices.
        (iv)If the bidder fails to submit the copy of purchase order & acceptance thereof.
        (v))"If the successful bidder fails to submit the Performance Bank Guarantee & sign the Contract Form within prescribed time limit, the EMD of the successful bidder will be forfeited. GIL also reserves the right to blacklist such bidder from participating in future tenders if sufficient cause exists

We undertake to pay to the GIL/Purchaser up to the above amount upon receipt of its first written demand, without GIL/ Purchaser having to substantiate its demand, provided that in its demand GIL/ Purchaser will specify that the amount claimed by it is due to it owing to the occurrence of any of the abovementioned conditions, specifying the occurred condition or conditions.

This guarantee will remain valid up to the validity of Bid +90 days. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that if this guarantee is extended for a period as mutually agreed between bidder & owner/purchaser, the guarantee shall be valid for a period so extended provided that a written request for such extension is received before the expiry of validity of guarantee.

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER/PURCHAER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PUCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and not withstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the SELLER's liabilities.

Dated at _____ on this _____ day of _____2026.

_____

Signed and delivered by

_____

For & on Behalf of

Name of the Bank & Branch &
Its official Address

List of approved Banks

All Nationalized Bank including the public sector bank or banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the GR. No: FD/MSM/e-file/4/2025/2712/DMO Dated: 01/04/2026 issued by Finance Department or further instruction issued by Finance department time to time.

Annexure
Performa of Contract-cum-Equipment
Performance Bank Guarantee
(To be stamped in accordance with Stamp Act)

Ref: Bank Guarantee No.
Date:

To
Indenting Department
Name & Address
_____

_____

Dear Sir,

In consideration of Name & Address of the Purchaser/Indenter, Government of Gujarat, Gandhinagar (hereinafter referred to as the OWNER/PURCHASER which expression shall unless repugnant to the context or meaning thereof include successors, administrators and assigns) having awarded to M/s …… having Principal Office at …… (Hereinafter referred to as the "SELLER" which expression shall unless repugnant to the context or meaning thereof include their respective successors, administrators, executors and assigns) the supply of _____by issue of Purchase Order No…… Dated …… issued by <<GoG Department>> for and on behalf of the OWNER/PURCHASER and the same having been accepted by the SELLER resulting into CONTRACT for supplies of materials/equipments as mentioned in the said purchase order and the SELLER having agreed to provide a Contract Performance and Warranty Guarantee for faithful performance of the aforementioned contract and warranty quality to the OWNER/PURCHASER, _____having Head Office at (hereinafter referred to as the 'Bank' which expressly shall, unless repugnant to the context or meaning thereof include successors, administrators, executors and assigns) do hereby guarantee to undertake to pay the sum of Rs._____(Rupees_____) to the OWNER/PURCHASER on demand at any time up to_____ without a reference to the SELLER. Any such demand made by the OWNER/PURCHASER on the Bank shall be conclusive and binding notwithstanding any difference between Tribunals, Arbitrator or any other authority.

The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that the guarantee herein contained shall continue to be enforceable till the OWNER/PURCHASER discharges this guarantee. OWNER/PURCHASER shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance by the SELLER of the aforementioned CONTRACT.

The OWNER/ PURCHASER shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the SELLER, and to exercise the same at any time in any manner, and either to enforce to forebear to enforce any covenants contained or implied, in the aforementioned CONTRACT between

the OWNER/PURCHASER and the SELLER or any other course of or remedy or security available to the OWNER/PURCHASER.

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER/PURCHAER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PUCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and not withstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the Seller's liabilities.

Notwithstanding anything contained herein above our liability under this Guarantee is restricted to Rs. _____ (Rupees _____) and it shall remain in force up to and including _____ and shall be extended from time to time for such period as may be desired by the SELLER on whose behalf this guarantee has been given.

Dated at _____ on this _____ day of _____2026.

_____
Signed and delivered by

_____

For & on Behalf of

Name of the Bank & Branch &
Its official Address

i.

i.

List of approved Banks

All Nationalized Bank including the public sector bank or banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the GR. No: FD/MSM/e-file/4/2025/2712/DMO Dated: 01/04/2026 issued by Finance Department or further instruction issued by Finance department time to time.