

Bid for purchase of 02 Nos. Apple Laptop along with 02 Nos. Microsoft Office on behalf of Agriculture, Farmers Welfare and Co-operation Department, Gandhinagar (Tender no. : HWT19082026)

Last Date of Submission of Bid: 08.09.2026 till 1500 hours

Last Date of Submission of Bid Processing Fees: 08.09.2026 till 1500 hours

Date of Opening of Bid: 08.09.2026 on 1600 hours

**Bid Processing Fee: Rs. 1770/- (Including GST)
(Non-refundable)**

Submit DDs of the Bid-processing fee at following Address with the heading “Bid processing Fees for Tender no. HWT19082026 regarding Bid for Purchase of 02 Nos. Apple Laptop along with 02 Nos. Microsoft Office on behalf of Agriculture, Farmers Welfare and Co-operation Department, Gandhinagar

GUJARAT INFORMATICS LIMITED

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

Scope of Work

Bid for procurement of 02 Nos. Apple Laptops along with 02 Nos. Microsoft Office on behalf of Agriculture, Farmers Welfare and Co-operation Department, Gandhinagar.

Contract Period	01 Year
Validity of offer from the date of tender opening	180 Days
Time and Date for Closure for submission of e-Tender	As per nProcure Portal
Time and Date for Opening of e-Tender (Technical Bid)	As per nProcure Portal

1. The prospective bidders are requested to visit website <https://tender.nprocure.com/> for more details of tenders & corrigendum, if any.
2. Bidders may participate in above E-tender electronically through website <https://tender.nprocure.com/> only & submissions of manual offers against E-tender are not allowed. Tender documents submitted manually will neither be opened nor considered.

CHECK LIST FOR SUBMISSION OF DOCUMENTS

Sr No	Item
1.	Eligibility Criteria for the bidder • Bidder Turn over: As per section-6 evaluation criteria mentioned in scope of work • OEM Turn over: As per section-6 evaluation criteria mentioned in scope of work
2.	Past Performance Criteria (Bidder): As per section -6 evaluation criteria mentioned in scope of work
3.	Past Performance Criteria (OEM): As per section -6 evaluation criteria mentioned in scope of work
4.	Proof of bidder's office in Gujarat OR The time of bid submission, bidder will have to submit undertaking letter to open office in Gujarat within 45 days after award of the contract.
5.	Bidder self-declaration letter for acceptance of ATC
6.	One service center (OEM) in Gujarat details which is functional for quoted item
7.	Bidder & OEM should not be blacklisted / debarred letter in last two years as on last date of bid submission
8.	OEM undertaking letter that manufacturing of the quoted items is not older than 1 year from the date of delivery
9.	Bidder / OEM must provide Escalation Matrix & Dedicated/toll Free Telephone No. for Service Support.
10.	Bidder will have to submit Brochure & Technical specification compliance on OEM letter head with duly signed & stamped along with bid number
11.	Data Sheet of the product(s) offered in the bid
12.	Manufacturer Authorization: Wherever Authorized Distributors/service providers are submitting the bid, Authorization Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid number and offered product name
13.	Undertaking letter as per Ministry of Finance O.M dated 23.07.2020 & 08.02.2021 O.M. regarding restriction on procurement from border countries-- on Bidder's letterhead
14.	Undertaking letter as per Ministry of Finance O.M dated 23.07.2020 & 08.02.2021 O.M. regarding restriction on procurement from border countries-- on OEM's letterhead
15.	Any certification : Mentioned in bid / scope of work
Note: - All the bidders are advised to go through the check list and up load all the requisite documents to avoid disqualification. - This check list is indicative purpose only and not exhaustive. The bidders must go through the complete tender documents and submit the required document accordingly - Include letter number, bid number and date in each documents.	

SECTION-1 Technical Specifications

Product : Apple Macbook Pro (Quantity : 02 Nos.)

1. Chip : Apple M5 Chip
2. RAM Size (GB) : 16 GB. Configurable to 24 GB
3. Graphics : Integrated
4. Total Internal storage capacity : 1 TB SSD or higher
5. Operating System : macOS
6. Display Size (INCHES) : 14" or higher
7. Display Type : Non-Touch
8. Wireless Connectivity : Yes
9. Ports : Three Thunderbolt 4 (USB-C) ports, USB 4 (up to 40 GBPS), HDMI port : Yes
10. Inbuilt Bluetooth connectivity : Yes
11. Inbuilt Speaker and Mic : Yes
12. Availability of Webcam integrated with Display : Yes
13. Battery Backup time : Up to 24 hours video streaming, Up to 16 hours wireless web
14. On Site OEM Warranty (Year) : 1

Product : Microsoft Office (Quantity : 02 Nos.)

- Microsoft Office LTSC Standard 2024 - (Perpetual License)

Note:

- Above mentioned specifications are technical minimum specifications, bidders may quote same or higher specifications.
- Bidder & OEM of the quoted product must meet Technical Specifications as mentioned above only, Technical Specifications as mentioned above only will be considered for evaluation.

SECTION – 2 Terms and conditions:

- Only one make & model should be quoted by bidder against item in the bid.
- Bidder will have to submit Brochure & Technical specification compliance on OEM letter head with duly signed & stamped along with bid number.
- Bidder will have to supply all the necessary required accessories/cables with quoted item for make the supplied items functional/operational.
- If in any case the quoted Item is not available in the market, the bidder will have to supply Higher model for replacement of that Item in the quoted cost in the same time duration with prior approval of GIL/Purchaser. No “End of Life / End of Support” product should be quoted to minimize such instances. (Make & Model quoted by the bidder should be available till the bid validity, duly supported for spares/OEM support for warranty period).
- Price shall be inclusive of all freight, forwarding, transit insurance and installation charges.
- 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 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.
- In case of successful bidder is found in breach of any condition(s) of bid or supply order/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 besides debarring and blacklisting the bidder concerned for the time period as decided by Govt., for further dealings with GoG.
- The bidder will have to supply, install, maintain and provide operational training of supplied hardware, Operating Software and carry out necessary integration at office.

Delivery & Installation : Within 60 calendar days from the date of purchase order.

SECTION-3 : Penalty Clause for delay in delivery

- If the bidder fails to deliver and install the requisite hardware within the time limit as mentioned in the bid, then 0.5% of the contract value of delayed qty. per week or part of the week of delayed period shall be deducted proportionately.
- The amount of penalty for delay in delivery will be subject to a maximum limit of 10% of the total contract value.
- In case, delay for delivery of the requisite hardware will be due to purchasing Department OR its field offices, then penalty will not be imposed.

SECTION-4 : Warranty

- Onsite warranty for 1 years for Apple Laptop from OEM from the date of supply.
- If item gives continuous trouble, say more than 3 times in one month during the warranty period, the bidder shall replace the systems with new system without any additional cost to the purchaser.
- Free maintenance services shall be provided by the Bidder during the period of warranty.
- In case, bidder is not providing satisfactory support & doing unwarranted delay in providing warranty support, Government offices reserves right to repair the equipment at risk & cost of the bidder. (after providing notice/cure period of 10 days to bidder)
- All the required cables & accessories are required to be supplied along with all items to make item to be functional.
- Bidder must 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.

SECTION-5 : Payment

- Payment for Goods and Services shall be made by Department in Indian Rupees as follows:
 - o No advance payment will be made.
 - o 100% payment after successful inspection, delivery, installation, configuration and acceptance by purchaser.

SECTION – 6 : Evaluation Criteria

Bid Evaluation Criteria:

- **Bidder Turn over:** The Bidder must have average annual turnover of Rs. 9 Lakhs in last three financial Years (2022-23, 2023-24, 2024-25). The copies of Audited Annual Accounts/ Statutory CA Certificate for last three years shall be uploaded along with the bid number.
- **OEM Turn over:** The OEM of quoted Apple Laptop must have average annual turnover of Rs. 20 Lakhs in last three financial Years (2022-23, 2023-24, 2024-25). The copies of Audited Annual Accounts/Statutory CA Certificate with UDIN number for last three years shall be uploaded along with the bid number.
- The bidder must have one office in Gujarat. Please upload the copy of any one of the following: Property tax bill/Electricity Bill/Telephone Bill/GST Registration/Lease agreement etc.. **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.
- The bidder should be authorized by its OEM for Apple Laptop to quote the bid. (bid no. must be mentioned).
- The bidder must have successfully executed/completed at least
 - o Single order of Rs. 4 Lakhs **OR**
 - o 2 orders each of Rs. 2 Lakhs **OR**
 - o 3 orders each of Rs. 1.5 Lakhsfor same or similar product in last 3 years before the bid opening date to any central / state Government / PSU/ Listed Company. Copies of relevant contracts to be submitted along with bid.
- The OEM of quoted Apple Laptop must have supplied 5 Nos. of same or similar product of during the last 3 years before the bid opening date. Copies of relevant contracts to be submitted along with bid.
- Bidder will have to submit Self-Declaration letter for acceptance of ATC Given in bid.
- The OEM(s) of Apple Laptop shall have minimum One service centre in Gujarat which should be functional. A Self Certified letter by an authorized signatory of OEM mentioning the address & Contact details of service centre is required to be submitted.
- 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 will have to submit undertaking letter by mentioning that manufacturing of the quoted items manufactured in current Year.

Note:

- In GeM bid, Eligibility Criteria are not mentioned, however bidder & OEM of the quoted product must meet eligibility criteria as mentioned above only & Eligibility Criteria as mentioned above will be considered for evaluation.
- Consortium is not allowed.
- If OEM would like to participate through their authorized partner, then the partner must be Authorized by OEM. OEM & their authorized Partner should not participate simultaneously & only one of them should participate.

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 Category	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 Category	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 needs to provide compliance/ undertaking/ details for their quoted product under this bid

In response to the Request for Proposal (RFP)/ Bid reference number issued by [Organization Name], we, [Bidder's Company Name], hereby provide the following undertaking/details regarding the software product quoted in our proposal:

Sr. No.	Product / Software Description	Name of OEM	OEM Model / Part No/ Product Id of OEM	Types of edition of offered product
1	Microsoft Office LTSC Standard 2024 – Perpetual (Device Based)			

We [Organization Name] agrees to provide the quoted software product(s) within the timeframes and under the conditions outlined in the bid.

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