

IN THE HIGH COURT OF DELHI AT NEW DELHI

F.No.689-B/Comp./DHC/No. 01/IT

Dated: 07-07-2021

From,

The Registrar General
Delhi High Court
New Delhi

To,

(On the website of High Court)

Sub: Tender calling Quotations for purchase of Apple iPad(s) for Hon'ble Judges of this Court.

This Court intends to purchase Apple iPads of following make & model with three years warranty or protection plan(s) offered by the OEM directly or by third party vendor for the use of Hon'ble Judges of this Court:

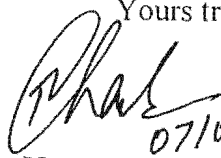
1. **Apple ipad Pro 11 inch having latest generation processor – (wifi + cellular - 512 GB),** Magic Keyboard, Apple Pencil with three years warranty or protection plan offered by the OEM directly or by third party vendor.
2. **Apple ipad Pro 12.9 inch having latest generation processor – (wifi + cellular - 256 GB)** Magic Keyboard, Apple Pencil with three years warranty or protection plan offered by the OEM directly or by third party vendor.

The terms & conditions of this tender are as under:-

1. The authorized vendors are requested to submit the necessary quotation(s) alongwith the copy of current authorization letter of the OEM and Earnest Money Deposit (EMD) worth Rs. 10,000/- by way of **Demand Draft or Pay Order only** drawn in favour of "**The Registrar General, Delhi High Court**" payable at New Delhi.
2. Quotations received without EMD and copy of Authorization letter of OEM shall be summarily rejected and no request for waiver of EMD will be entertained.
3. Selected Vendor will also be required to submit valid authorization letter or copy of valid Authorization letter issued by OEM at the time of submitting Invoice/Bill mentioning warranty/support period.
4. The authorization letter submitted can be verified from the OEM and if at any stage, the authorization letter submitted is found to be fake or forged, the defaulting firm/vendor will be blacklisted to participate in future Tender process of this Court.
5. Sealed envelope containing quotation & EMD must reach to the AOJ (IT & Stationery Branch), Lawyers' Chamber Block-III, Room No. 6, Ground Floor, Delhi High Court on or before 28-07-2021 till **5:30 P.M.** clearly mentioning the rates inclusive of GST/Tax rate, technical specifications, warranty/support period and the delivery schedule of the product being offered.
6. The envelope should be addressed in the name of "**The Registrar General, Delhi High Court, New Delhi**" and the subject "**Quotation for Apple iPads**" should be superscribed on the envelope.
7. **The validity of rates should not be less than 180 days from the last date of submission of quotations and tax rate applicable should be clearly & separately mentioned. Quotations with less period of validity of rates shall be summarily rejected.**
8. No quotations shall be entertained **after due date**. Envelope(s) received **without having the subject mentioned on them** shall be summarily rejected.

9. **The quotations must be tendered strictly in the format mentioned in Annexure 'A' and Annexure 'B' of this tender. Quotations offered in any other format than prescribed shall be liable to be rejected.**
10. The rate(s) offered for iPad(s) should be inclusive of all taxes and the warranty period/carepack or protection plan(s) details offered by the OEM directly or by third party vendor, should be clearly mentioned in the quotation.
11. The selected L-1 firm shall be bound to supply the required item(s) within thirty (30) days from the date of issuance of Purchase Order, if not, the valid reason for delay in supply and expected time of delivery after issuance of Purchase Order must be mentioned in the quotation.
12. The DD/Pay order towards EMD of all the tenderers, except the lowest three, shall be returned to vendors on their written request after finalization of Tender Process & EMD of successful tenderer will be returned only after supply and successful installation of the first order placed to the firm fulfilling all codal formalities against receipt.
13. The DD/Pay Order of L-2 & L-3 will be returned after issuance of the Purchase order to the successful tenderer. If the offer of quotation is withdrawn by the tenderer before/after opening of tender or in case of any other default, the amount of EMD shall be forfeited and the firm will be blacklisted from participation in future tenders of this Court.
14. If multiple quotations are submitted by a firm / vendor, all such quotations submitted shall be liable to be rejected at the first instance.
15. After opening of the sealed quotation(s) if any correction is found in the offered rate, which renders the whole Tender process doubtful or ambiguous, the said quotation shall be summarily rejected.
16. The firm/vendor shall also have to furnish an undertaking (**strictly as per Annexure-'C'**) that the firm/Partner/Director/Proprietor has not been blacklisted/banned and its Business dealings with the Central/State Government/Public Sector Undertakings/Autonomous Bodies have not been banned/terminated on account of poor performance/conduct and also that all the terms and conditions of the instant Tender Notice are acceptable to them. The quotations received without undertaking shall be summarily rejected

This Court reserves the right to modify/amend the quotation letter/terms & conditions at a later stage. This Court also reserves the right to place the Order fully/partially to different firms/vendors.

Yours truly,

07/07/21
(Rajeev Kumar Chauhan)
Joint Registrar (IT/Sty.)
for Registrar General

CC to:- Joint Director (IT), Delhi High Court.- for uploading on the official website of the Delhi High Court.

Annexure - 'A'

Price Bid for Apple iPad 11 inch model

Sl. No.	Model	Unit Price (without taxes)	Tax Rate (%)	Total Price (incl. of tax)	Type of Warranty or Protection plan(s) offered by the OEM directly or by third party vendor (in years)	Remarks, if any
1.	Apple ipad Pro 11 inch having latest generation processor – (wifi + cellular - 512 GB)					
2.	Compatible Apple Magic Keyboard					
3.	Compatible Apple Pencil					
4.	Warranty/ Protection plan offered by the Company directly or by third party vendor					

Annexure - 'B'

Price Bid for Apple iPad 12.9 inch model

Sl. No.	Model	Unit Price (without taxes)	Tax Rate (%)	Total Price (incl. of tax)	Type of Warranty or Protection plan(s) offered by the OEM directly or by third party vendor (in years)	Remarks, if any
1.	Apple ipad Pro 12.9 inch having latest generation processor – (wifi + cellular - 256 GB)					
2.	Compatible Apple Magic Keyboard					
3.	Compatible Apple Pencil					
4.	Warranty/ Protection plan offered by the Company directly or by third party vendor					

Annexure- 'C'

UNDERTAKING

I/We undertake that the firm (name of the firm) or its Partner/Director/Proprietor has not been blacklisted / banned and its Business dealings with the Central / State Government / Public Sector Undertaking / Autonomous Bodies have not been banned / terminated on account of poor performance / conduct.

I/We undertake that all the terms and conditions of the instant Tender Notice are acceptable to me/us.

Signature of the authorised
Signatory of the firm/company/organisation
Official Stamp/Seal

Date:-

Place:-