



DATE: _____

ANNEXURE -A
QUOTATION FORMAT FOR PROCUREMENT OF LAPTOPS FOR CHENNAI, CHANDIGARH AND
THIRUVANTHAPURAM RO

Dear Sir,

With reference to proposal regarding Procurement of Laptops at various ROs, we submit herewith the commercial proposal for the same

#	Parameters	Indicative Specifications	Unit Cost (Rs.) (Including taxes)	Qty	Total Cost (Rs.) (Including taxes)
1	Make/Model	Lenovo/DELL/HP/ACER/ASUS or others reputed Brands			
2	Processor Generation	11 th Generation or above			
3	Processor Description	Intel core i5			
3	Processor Make	Intel			
4	Operating System	Windows 10 Professional			
5	RAM	16 GB			
6	RAM Expandability up to (using spare DIMM Slots in GB)	32 GB			
7	Wireless & Bluetooth Connectivity	Yes			
8	Number of ethernet Ports	1			
9	Display Resolution (Pixels)	1920 x 1080		22	
10	Availability of Webcam integrated with Display	Yes			
11	If Yes, Resolution of Webcam	HD, FHD or higher			
12	Display Size (Inch)	15.6 inches, Non-Touch, Touch or higher			
13	Optical Drive	Integrated, External, NA Or higher			
14	Internal Speaker (Dual)	Yes			
15	Processor Description	Intel Core i5 or Equivalent			
16	SSD	512 GB			
17	OEM Warranty	3 years			
18	Battery Warranty	1 year			
19	Carry Bag	Yes			

The amount is including any taxes, expenses and levies including Good and Services Tax (GST) and is a fixed price.



Terms and Conditions –

- 1) **Manufacturer Authorization Form** – Mentioning “Agriculture Insurance Company of India Limited”.
- 2) The product delivered should not be opened or altered. All the specifications should be supplied by OEM as factory fitted. No alteration, modification or upgradation is allowed by the bidder. If so found the order will be cancelled.
- 3) AIC at its sole discretion may alter (increase/decrease) quantity. AIC reserves the right to cancel in full or part of this proposal at any stage without assigning any reason thereof.
- 4) Vendor shall quote only those products in the bid which are not obsolete in the market and has at least 1 year’s residual market life i.e., the offered product shall not be declared end-of-life by the OEM before this period. The offered product should be specific otherwise the Quotation will be disqualified.
- 5) The above-mentioned total cost shall include all taxes, delivery, and installation charges. No extra charges/taxes shall be paid.
- 6) Payment will be made after successful delivery. Payment will be through electronic mode only.
- 7) The delivery should be done within **30 days** at the respective RO’s address:

#	RO Name	Address	Qty
1	Chandigarh	Cabin No 7, 3rd Floor, Agro Mall, Sector 20, Panchkula, Pin Code: 134117	5
2	Chennai	First Floor, Andhra Insurance Building, Old No. 156/New No. 323, Thambu Chetty Street, Parry's Corner, Chennai, Pin Code: 600 001	8
3	Thiruvananthapuram	8th floor, Carmel Towers, Cotton Hill PO, Vazhuthacaud, Thiruvananthapuram, Pin code: 695014	9

- 8) The Signed and stamped Quotation in sealed envelope cover containing the Commercial Proposal as per ANNEXURE A with superscription "QUOTATION FOR PROCUREMENT OF LAPTOPS AT VARIOUS AIC RO's " marked on the top and addressed to the General Manager (IT) has to be submitted on or before **02.05.2022** at the following address:

General Manager (IT)
Information Technology Department
Agriculture Insurance Company of India Ltd. (AIC)
Plate B&C, Fifth Floor, Block 1, East Kidwai Nagar
New Delhi -110023
Ph +91 11 24600444 Email – hoinfotechgroup@aicofindia.com

Dated this day of 2022.

(Signature)

(In the capacity of Duly authorized to sign Proposal for and on behalf.)