

IN THE HIGH COURT OF DELHI AT NEW DELHI

F.No.689/SA-1/Comp./DHC/No. 14886

Dated: 6.11.20

From,

The Registrar General
Delhi High Court
New Delhi

To,

(On the website of High Court)

Sub: Tender calling quotation for supply and installation of MS Window 10 Pro OEM 64 Bit (DVD version) for window partition in the Apple MacBook Pro (different sizes) being used by Hon'ble Judges of this Court.

This Court intends to purchase below mentioned Operating system Software for the use of Hon'ble Judges of this Court:-

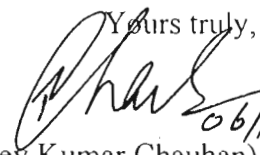
MS Window 10 Pro OEM 64 Bit (DVD version) for window partition in the Apple MacBook Pro (different sizes).

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 bankers Cheque drawn in favour of "The Registrar General, Delhi High Court" payable at New Delhi.
2. Quotation without EMD shall be summarily rejected and no request for waiver will be entertained.
3. Selected Vendor will be awarded the purchase order as per requirement of this Court over a period of time. The selected vendor will also be required to submit valid authorization letter in original or copy of valid Auhorization letter issued by OEM duly attested under the seal of selected vendor each time while submitting the Invoice/Bill for payment.
4. It will be the responsibility of selected vendor to make the partition in the MacBook and install the aforesaid Operating system software at the residence/office of Hon'ble Judge. It will also be the responsibility of selected vendor to obtain the installation/satisfactory report from the Private Secretary of Hon'ble Judge after partitioning/installation of Operating System software.
5. Sealed envelope containing quotation & EMD must reach the AOJ (IT & Stationery Branch), Lawyers' Chamber Block-III, Room No. 6, Ground Floor, Delhi High Court on or before **20-11-2020 till 5:00 P.M.** clearly mentioning the Version/feature of the product being offered.
6. **The validity of rates should not be less than 180 days from the last date of submission of quotation and tax rate applicable should be clearly mentioned.**
7. **Quotations with less period of validity of rates shall be summarily rejected.**
8. The envelope should be addressed in the name of "The Registrar General, Delhi High Court, New Delhi" and the subject "**Quotation for MS Window 10 Pro OEM 64 Bit (DVD) for Apple MacBook Pro**" should be superscribed on the envelope.
9. No quotations shall be entertained **after due date**. Envelope(s) **without subject** shall be summarily rejected.
10. **The quotation must be tendered strictly in the format mentioned in Annexure-'A' of this tender. Quotation offered in other format shall be liable to be rejected.**
11. 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 successful firm fulfilling all codal formalities against receipt.

12. The DD/Pay Order of L-2 & L-3 will be returned upon written request and after issuance of the Purchase order to the successful tenderer. If the offer of quotation is withdrawn by the tenderer(s) before/after opening of tender or any other default, the amount of EMD shall be forfeited and the firm will be blacklisted to participate in future tenders of this Court.

This Court reserves the right to modify/amend the quotation letter/terms & conditions at a later stage.

Yours truly,

 (Rajeev Kumar Chauhan) 06/11/20
 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

Quotation for MS Window 10 Pro OEM 64 Bit (DVD version) for Apple MacBook Pro (different sizes)

Sl. No.	Product specifications	Unit Price (without taxes)	Tax Rate (%)	Unit price (Inclusive of taxes)	Terms of Operating System Support	Other important feature of the product	Remarks, if any
1.	Supply/ Partitioning and installation of MS Window 10 Pro OEM 64 Bit (DVD version) for partition in the Apple MacBook Pro at the residence/office of Hon'ble Judge.						

- *MS Window 10 Pro OEM 64 Bit (DVD version) for partition shall be compatible with different Apple Macbook Pro sizes & models.*