

**Request for Proposal (RFP) for Selection of Vendor for Supply of
IT Equipment(s)**

Tender Reference No. -

Date of Issue – 13.03.2024

National Highways Infra Investment Managers Private Limited (NHIIMPL)

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Disclaimer

The information contained in this Request for Proposal ("RFP") or subsequently provided to Bidder(s), in documentary or any other form by or on behalf of NHIIMPL, NHIT and SPVs under NHIT by persons authorized to do so, is provided to the interested parties on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer nor an invitation by NHIIMPL to interested parties who submit their quote/Bid (henceforth "Bidders") in response to this RFP. The purpose of this RFP is to provide Bidders with information that may be useful to them in preparing and submitting their proposals ("Proposal") for selection as Technology Service Provider with NHIIMPL, NHIT and SPV's Under NHIT as per notified norms.

NHIIMPL makes no representation or warranty and shall have no liability to any person or Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained herein or deemed to form part of this RFP or arising in any way from this process.

A Bidder must warrant that all the information provided by it to NHIIMPL at the time of application & subsequently, is true to the best of its knowledge and belief, and specially warrants that it has duly complied with the provisions of laws applicable to it. Bidder indemnifies NHIIMPL from any liabilities arising out of error or default or negligence or contravention in regard to any of the applicable laws, including, but not limited to, submission of statutory forms & other such documents.

The issue of this RFP does not imply that NHIIMPL is bound to select any Bidder(s) or select any Bidder(s) for any project. NHIIMPL may accept or reject any proposal in its discretion and may ask for any additional information or vary its requirements, add to or amend the terms, procedure and protocol set out in RFP for bona fide reasons, which will be notified to all the Bidders invited to tender. Further NHIIMPL hereby reserves its right to annul the process at any time prior to issuance of Purchase Order without incurring any liability towards the Bidders.

The Bidders shall bear all costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by NHIIMPL, or any other costs incurred regarding or relating to its Bid. All such costs and expenses will remain with the Bidder and NHIIMPL shall not be liable in any manner for the same or for any other costs or expenses incurred by a Bidders in preparation or submission of the Bid, regardless of the conduct or outcome of this RFP and the related processes.

1. Section 1 – Notice inviting Tender.

1.1. The National Highways Infra Investment Managers Private Limited (hereinafter referred to as “NHIIMPL”) on its behalf and on behalf of National Highways Infra Trust (hereinafter referred to as “NHIT” or “InvIT”), invites bids from reputed parties for selection of vendor for supply of IT Equipment for National Highways Infra Investment Managers Private Limited (NHIIMPL), National Highways Infra Trust (NHIT), and/ or SPVs under National Highways Infra Trust. herein referred to as “Applicant”/” Bidder”

The Term Applicant / Bidder would be used interchangeably.

1.2. Vendor will be selected under Quality and Cost Based Selection Method as described in this RFP and in accordance with the practices of InvIT.

1.3. NHIIMPL if required, may place orders for additional numbers of Equipment as per any future requirement, up to 365 days (1 Year) of issuance of initial purchase order (PO), at the same quoted price. The Period may be extended for a further period of up to 1 year if so agreed between the parties.

1.4. The RFP includes the following documents:

- Section 1 – Notice Inviting Tender
- Section 2 – Instructions to Bidders
- Section 3 – Technical Specification Questionnaire
- Section 4 – Form of Technical Proposal
- Section 5 – Form of Financial Proposal
- Section 6 – Undertakings

1.5. The RFP is uploaded on the website of NHAI InvIT at <https://nhit.co.in/>

1.6. Brief Description of Bidding Process

1.6.1. NHIIMPL has adopted a two-stage evaluation process for selection of the Bidder(s) for award of the services: the technical bid (the “Technical Bid”) and the financial bid (the “Financial Bid”) containing the amount quoted by the Bidder shall be submitted in physical form in the prescribed format (To clarify, the documents should be serially numbered and hard/spiral bound) in the manner specified, and before the date and time specified herein.

1.6.2. Only those Bidders whose Technical Bids are found to be responsive and meeting the Minimum Eligibility Criteria (hereinafter referred to as “Technically Qualified Bidders”) in terms of this RFP, shall be invited to participate in the opening of their Financial Bids. The Technically Qualified Bidders may send their authorized representatives along with authorization letter on the letter head of the bidder for participation in the opening of the Financial Bid. The date and time of opening of Financial Bids of such Technically Qualified Bidders, will be informed to them separately by NHIIMPL through email or uploaded on the NHIIMPL website. The Financial Bids will be opened physically at the location provided in such communications. Only one representative of the Technically Qualified Bidder shall be allowed to attend the opening of the Financial Bids.

1.6.3. The Financial Bid of each technically qualified bidder shall be opened and evaluated.

1.6.4. Price discovery method: Post evaluation of Financial Bid. NHIIMPL reserves right to discover the lowest price through PDC if so, opted by NHIIMPL management. NHIIMPL reserves the right to call technical

qualified bidders for price discussion and declare the successful bidder through Price discussion method. The decision with respect to conduct a PDC or otherwise shall be communicated to technically qualified bidder post Financial Evaluation.

- 1.7. Any queries or request for additional information concerning the RFP shall be submitted in writing and/or e-mail to the officer designated below. The envelope / email communication shall clearly bear the following identification/title:

“Queries/Request for Additional Information: RFP issued by National Highways Infra Investment Managers Private Limited for selection of vendor for supply of IT Equipment(s) for National Highways Infra Investment Managers Private Limited (NHIIMPL), National Highways Infra Trust (NHIT), and/Or SPVs under National Highways Infra Trust.”

1.8. Address for Communication:

Chief Operating Officer

National Highways Infra Investment Managers Private Limited,

G-5 & 6, Sector-10, Dwarka, New Delhi, 110075

E mail: procurement@nhit.co.in

1.9. Schedule of Bidding Process:

The NHIIMPL shall endeavour to adhere to the following schedule: Any changes to the following schedule shall be informed to the Bidders through email communication.

| S.No. | Description of Events | Timeline |
|-------|--|----------------------------|
| 1 | Last date for receiving queries from bidders | 18.03.2024 |
| 2 | Pre-bid queries | By mail |
| 3 | NHIIMPL's response to queries latest by | 20.03.2024 |
| 4 | Bid due date (Last date for bid submission) | 27.03.2024, 17:00 Hrs |
| 5 | Opening of Technical bids | 27.03.2024, 18:00 Hrs |
| 6 | Letter of Award (LOA) | Will be intimated later |
| 7 | Technical Presentation | Will be intimated later |
| 8 | Validity of proposals | 120 days from Bid Due Date |

2. Section 2 – Instructions to Bidders

2.1. Introduction:

About the company: Please refer our website: <https://nhit.co.in/>

2.2. Proposal:

2.2.1. NHIIMPL on its behalf and on behalf of NHIT and its Subsidiaries seeks proposal for the appointment of the Vendor. Detailed scope of work as given in Section 3 – Scope of Work of the RFP document (“Services”).

2.3. Clarification and Amendment of RFP Documents

2.3.1. Bidders may request for clarifications on any of the RFP documents up to the time mentioned in Section 1. Any request for clarification must be sent in writing to NHIIMPL’s address indicated in the RFP or by e-mail to procurement@nhit.co.in NHIIMPL will respond in writing, or by e-mail/ uploading responses on website or will send written copies of the response (including an explanation of the query but without identifying the source of inquiry) to all Bidders. Should NHIIMPL deem it necessary to amend the RFP as a result of a clarification, it shall do so following the established procedure and inform the Bidders of the same through written communication or by uploading it on the website of NHIT.

2.3.2. At any time before the submission of the Bids, NHIIMPL shall have the right to amend the RFP by issuing an addendum/ amendment in writing or by standard electronic means. The addendum/ amendment shall be uploaded on the website of NHA InvIT at <https://nhit.co.in/> which will be binding on all Bidders. To give Bidders reasonable time for considering the addendum/ amendment in their Bids, NHIIMPL may, if the addendum/ amendment is substantial, at its discretion, extend the deadline for the submission of Bids.

2.3.3. It will be the responsibility of the Bidders to keep track of any uploaded addendum/ amendment before submission of the Bid.

2.4. Submission of Proposal:

The proposal shall be submitted as in one sealed envelope containing two parts as indicated below:

2.4.1 Envelop 1: One Envelope containing the Technical Bid of the Bidder. The proposal should be in the manner and format as prescribed in RFP Section 4 - Form of Technical Bid.

2.4.2 Envelope II containing the Financial Bid of the Applicant. The proposal should be in the manner and format as prescribed in Section 5 – Form of Financial Bid.

Note: Only those Vendors who meet the Technical Criteria The financial proposal of only those Bidders shall be opened which meet the technical criteria. Please note that proposals with any conditionality will be summarily rejected.

2.4.1. Proposals (i.e. the aforesaid two envelopes put in a single sealed envelope marked as “**Bid - Proposal for selection of** vendor for supply of IT Equipment(s).” should reach the undersigned, latest by date/time mentioned in the Section 1 - Notice inviting Tender, in hard copies/in original and shall remain valid for 120 days thereafter. The proposal should be signed by the authorized signatory the Bidder, supported by the relevant authorization document. No Proposal will be entertained after the due time

and date, as stated above. NHIIMPL shall not be responsible for any delay whatsoever in nature. The proposals received after the due time and date, will be summarily rejected.

- 2.4.2.** NHIIMPL reserves the right to accept or reject any or all the offers received without assigning any reason. For any clarification, you may feel free to contact the undersigned.

2.5. Modification/Substitution/Withdrawal of Bids:

- 2.5.1. The Bidder may substitute or withdraw its bid after submission prior to the Bid due date. No Bid shall be allowed to be substituted or withdrawn by the Bidder on or after the Bid due date.
- 2.5.2. Any alteration/modification in the Bid or additional information supplied subsequent to the Bid Due Date, unless the same has been expressly sought for by NHIIMPL, shall be disregarded.
- 2.5.3. Partial modification of the Bid is not allowed. The Bidder will have to submit the revised bid again in a sealed envelope, as per clause 4 above, mentioning "Revised Bid" on the top of the sealed envelope and the original bid envelope will be returned to the Bidder. No Technical or Financial Bid may be modified after the Bid Due Date. Withdrawal or modification of Technical or Financial Bids between the Bid Due Date and Expiration of Bid validity shall result into disqualification from the bidding process.

2.6. Opening and Evaluation of the Bids:

- 2.6.1. The Technical Bids will be opened after the due date at the time prescribed in the RFP document in the presence of the Bidders who choose to attend. NHIIMPL will subsequently examine and evaluate the Bids in accordance with the provisions set out herein.
- 2.6.2. Financial Bid of non-responsive Bidders shall not be opened.
- 2.6.3. To assist in the examination, evaluation, and comparison of Bids, NHIIMPL may, at its discretion, ask any Bidder for clarification of its Bid. The request for clarification and the response shall be in writing or by e-mail, but no change in the price or substance of the Bid shall be sought, offered, or permitted except as required to confirm the correction of arithmetic errors discovered by NHIIMPL in the evaluation of the Bids.
- 2.6.4. The Bidders would be evaluated on the criteria mentioned in Section 4 of this RFP and shortlisted for the purpose of opening of their Financial Bids.
- 2.6.5. Except in case any clarification is asked by NHIIMPL, no Bidder shall contact NHIIMPL on any matter relating to its Bid from the time of the Bid opening to the time the contract is awarded. If any Bidder wishes to bring additional information to the notice of NHIIMPL, it should do so in writing at the address prescribed in the Notice Inviting Tender.
- 2.7. Prior to evaluation of the Bids, the NHIIMPL shall determine as to whether each Bid is responsive to the requirements of this RFP document. A Bid will be declared non-responsive in case:
- If a Bidder submits more than one Bid against this RFP.
 - The physical bid submissions are incomplete/ inadequate to the requirements of the RFP Documents.
 - Documents are submitted loose. (To clarify, the documents should be serially numbered and be submitted in hard bound / spiral bound).
 - If in case the Power of Attorney or the Authority Letter is not provided as per Paragraph 16 of this Section.
 - If a Bidder submits a conditional Bid or makes changes in the terms and conditions given in this RFP document.

- Failure to comply with all the requirements of RFP document by a Bidder.
- If the Bid is not submitted in the formats prescribed in the RFP document.
- If any requisite document/ certificate is not in the prescribed format the same shall not be considered while evaluating the bids and the same may lead to Bid being declared as non- responsive.
- If the envelope containing physical submission is not sealed and marked as prescribed in the RFP document.
- A Bid valid for a period shorter than prescribed in the RFP document.

2.8. Conflict of Interest:

- 2.8.1. Bidders at all times shall provide professional, objective, and impartial advice and at all times hold the NHIIMPL, NHIT and SPVs under NHIT interest paramount, strictly avoid conflicts with other assignments or their own corporate interests and act without any consideration for future work, No two Bidders can have same constituents or any such arrangement pursuant to which any third party is in a position to have access to confidential information of each other.
- 2.8.2. NDA clause to be signed between NHIIMPL entities and the vendor post release of the LOA.

2.9. Fraud & Corruption:

Bidders would be required to observe the highest standard of ethics during the selection and execution of such work NHIIMPL defines:

- 2.9.1 “Corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution; and
- 2.9.2 “Fraudulent practice” means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of the NHIIMPL and includes collusive practices among bidders (prior to or after submission of proposals) and to deprive the NHIIMPL of the benefits of free and open competition.
- 2.9.3 NHIIMPL will reject a proposal for appointment if it determines that the bidder recommended for engagement has engaged in corrupt or fraudulent activities in competing for the work in question.
- 2.9.4 NHIIMPL will declare a bidder ineligible, either indefinitely or for a stated period of time, to be engaged if it at any time determines that the bidder has engaged in corrupt or fraudulent practices in the bidding process for engagement for the subject work.
- 2.9.5 The bidder declared ineligible for corrupt and fraudulent practices by NHIIMPL in accordance with the above paras shall not be eligible for selection.

2.10. Consortium of Bidders is not allowed.

2.11. Minimum Eligibility Criteria:

| Sr. No. | Basic Requirement | Eligibility Criteria | Document to be submitted |
|---------|-------------------|---|---|
| 1. | Legal Entity | The bidder should be a Legal Entity registered under the Companies Act, 2013 or the Companies Act, 1956 OR a Limited Liability Partnership (LLP) registered under the LLP Act, 2008 or Indian Partnership Act 1932. | Copy of Certificate of Incorporation/Registration /Partnership deed |
| 2. | Office | The bidder must have a local office in India. | Copy of address proof |

as per last audited financial report.

Auditor/Chartered accountant

| Sr. No. | Basic Requirement | Eligibility Criteria | Document to be submitted |
|---------|-------------------|--|---|
| 1. | Legal Entity | The bidder should be a Legal Entity registered under the Companies Act, 2013 or the Companies Act, 1956 OR a Limited Liability Partnership (LLP) registered under the LLP Act, 2008 or Indian Partnership Act 1932. | Copy of Certificate of Incorporation/Registration /Partnership deed |
| 5. | Blacklisting | The bidder should not be debarred/ blacklisted by any Government/PSU in India as on date of submission of the Bid. | Letter signed by the Authorized in format given in the RFP. |
| 6. | Legal | The bidder should not be subjected to any legal action for any cause in any legal jurisdiction in the last five years. | Letter signed by the Authorized Signatory |
| 7. | Capability | The bidder should have provided the IT equipment of similar make and Model as mentioned in RFP with combined order Value more than 1 Cr. in last 12 months from the date of this RFP and single order value of 30 lakhs | Work Order / Completion certificate from client/ Invoice |
| 8. | Tax Payment | The bidder must have a valid GST Registration and PAN in India. | Valid copy of the certificate |
| 9. | Helpdesk | The bidder should have a functional Helpdesk support to provide technical support over telephone, chat, and ticketing system. The bidder is required to provide O&M support. On demand on-site technical support is also to be provided by the vendor at the location where required. | Copy of support matrix with mention of contact details |
| 10. | Land Border | The bidder should not be from a country which shares a land border with India unless the bidder is registered with the Competent Authority (as detailed in Office memorandum- F.No.6/18/2019-PPD of Dept. of Expenditure, Ministry of Finance). Bidder from a country which shares land border with India means: a. An entity incorporated, established, or registered in India; or b. subsidiary of an entity incorporated, established in India or c. An entity substantially controlled through entities incorporated, established, or registered in India; or d. An entity whose beneficial owner is situated in India; or e. An Indian (or other) agent of such an entity; | A declaration on letter head of bidder duly signed by Authorized Signatory stating the following is to be submitted: “We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India. We certify that we are not from such a country. or if from such a country, have been registered with the Competent Authority. We hereby certify that we fulfil all requirements in this regard and are eligible to be considered”. |

2.12. Dis-qualification Criteria:

The company may at its sole discretion and at any time during the evaluation of proposal, disqualify any respondent, if the respondent:

- 2.12.1. Submitted the proposal documents after the response deadline.
- 2.12.2. Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements.
- 2.12.3. Failed to provide related clarifications, when sought.
- 2.12.4. Respondent declared ineligible by CPSU/SPSU/Government companies/ Government organizations/ regulatory authorities for corrupt and fraudulent practices or blacklisted.
- 2.12.5. Bidders who submit their bid as JV to meet eligibility criteria will not be considered as qualified bidder. JV bidder will be considered ineligible bidder.

2.13. Technical Evaluation Criteria:

- 2.13.1. Technical Evaluation shall be based on the Technical Bid submitted by the Bidders as per Section 4 - Form of Technical Proposal.
- 2.13.2. NHIIMPL will evaluate the Make /Model & Details of the Equipment proposed and if found not satisfactory the same will be communicated to the Vendor.
- 2.13.3. There will be no weightage given to the Technical in the Final Evaluation, Technical Evaluation will serve Purely as a Qualification Criteria.
- 2.13.4. The Technical Proposal shall be submitted in physical form along with all supporting documentation/ information as mentioned along with the criteria.
- 2.13.5. The presentation need not be included in the Technical Proposal. The Presentation shall be made as per schedule communicated by NHIIMPL and a copy of presentation to be submitted on email at the time of presentation if required.

2.14. Financial Proposal:

- 2.14.1. After the short listing of Bidders based on their Technical Proposal including the presentation if required, the Financial Proposals of only Technically Qualified Bidders would be opened. The Technically Qualified Bidders, if they so desire, may remain present at the time of opening of the Financial Proposals. The date and time of opening of the Financial Proposals would be shared with the Technically Qualified Bidders.
- 2.14.2. The Financial Proposal of the Technically Qualified Bidders will be Evaluated based on the Total Cost of Ownership (The Current Requirement against line items is given in the RFP but The Calculations will be done on the projections at the time of financial Bid Opening) , The Lowest Bidder will be Assigned H1 , 2nd Lowest H2 and so on.

2.15. Procedure for Selection of Supplier:

- 2.15.1. The Financial Bids of financial proposals will determine the H1, H2, H3 and so on. The bidder scoring the highest points/marks (H1) based on the above principles would be selected as the tentative Vendor.
- 2.15.2. Post evaluation of Financial Bid. NHIIMPL reserves right to discover the lowest price through PDC if so, opted by NHIT management. NHIIMPL reserves the right to call H1, H2, H3 in the same order for price discussion and declare the successful bidder through Price discussion method. The first preference will be given to H1, If Price discussion is not successful same Target will be given to H2 and then to H3. The decision with respect to conduct a PDC or otherwise shall be communicated to H1, H2 and H3 post

evaluation of financial Bid.

- 2.15.3. NHIIMPL proposes to appoint one supplier. However, NHIIMPL at its discretion could shortlist more than one provider.
- 2.15.4. In case two or more Bidders have a tie in their combined scores, finale decision will be decided on the basis of the Last year Turnover of the Bidding Firm
- 2.15.5. Timelines & Payment Schedule:

Payment shall be Invoice based and shall be made only post submission of invoice as per following milestones:

| S.N. | Category | Milestone | Payment |
|------|----------|--|---------|
| 1 | Delivery | Delivery of the Equipment and Subsequent Quality Check completion by NHIT Entities | 100% |

2.16. Documents to be submitted along with the Technical Bids:

- 2.16.1. Either power of attorney or an authority letter from Partner/ Board / Managing Committee of the Bidder entity should be provided for authentication of the authorized signatory signing the Bid document.
- 2.16.2. Technical bid in the form provided in the RFP duly signed by the authorized representative of the bidder on all pages.
- 2.16.3. Detailed profile of the Bidder certified by Authorized Signatory of the Bidder
- 2.16.4. Documents in support of the claims of Bidder regarding eligibility/ experience duly signed by the authorized representative of the bidder on all pages. NHIIMPL may ask for 3rd. party certificates from the Bidder(s), at a later stage.
- 2.16.5. Undertaking in the format provided in the RFP duly signed by the authorized representative of the bidder on all pages.

2.17. Financial Bids / Fees

- 2.17.1. The Bidder is required to submit financial proposal as per Section 5 – Form of Financial Proposal.
- 2.17.2. The fee quoted should be unconditional.
- 2.17.3. Letter of Award (LoA) shall be issued from the respective entity and the respective entity shall pay the Service Provider the amount as per the Financial Proposal of the Bidder, as sole compensation for the performance of the Services.
- 2.17.4. The fees shall be payable as per payment schedule after submission of appropriate tax invoice.

2.18. Dispute Resolution:

Any dispute arising out of the RFP, which cannot be amicably settled between the parties, shall be referred to arbitration in accordance with the Arbitration and Conciliation Act, 1996 through a panel of three arbitrators, with each of NHIIMPL and the remaining disputing party(s) appointing one arbitrator and the two arbitrators so appointed appointing a third arbitrator. Provided that in the event that any disputing parties fail to appoint an arbitrator within 15 days from the dispute being referred to arbitration, the other parties shall be at liberty to appoint an arbitrator for such disputing party(s) and such appointment shall be final and binding on the other disputing parties. The venue of the arbitration shall be at New Delhi.

2.19. Governing Law and Jurisdiction

This RFP and the subsequent agreement between the parties shall be interpreted by and shall be governed and construed in accordance with the laws of India. The Courts at New Delhi, India shall have sole jurisdiction over all matters arising out of or relating to this agreement.

Section 3 – Technical Specification

Technical Specifications

| S.No | Name | Requirements | QTy |
|------|----------------|---|-----|
| 1 | Laptop Type A | Processor: Intel i7 12 th Gen or Above Memory: 16GB (Non-Soldered, Expandable to 32Gb) Storage: 512 GB SSD OS: Windows 11 Pro Display: <=14.3" Full HD/Quad HD Panel with Touch Screen Weight: <1.5kg (With Battery) Additional Accessories: Laptop Bag, OEM Standard Stylus | 10 |
| 2 | Laptop Type B | Processor: Intel i7 12th Gen or Above Memory: 16GB (Non-Soldered, Expandable to 32Gb) Storage: 512 GB SSD OS: Windows 11 Pro Display: <=14.3" Full HD/Quad HD Panel Weight: <1.5kg (With Battery) Additional Accessories: Laptop Bag | 20 |
| 3 | Laptop Type 3 | Processor: Intel i3 12th Gen or Above Memory: 8 GB Storage: 512 GB SSD OS: Windows 11 Pro Display: <=15.6" Full HD/Quad HD Panel Weight: <1.5 Kg (With Battery) Additional Accessories: Laptop Bag | 50 |
| 4 | OS License | Windows Upgrade from 11 Home to 11 Pro | 100 |
| 5 | Scanner | Speed: > PPM (Duplex) ADF: at least 80 Pages Size Supported: letter, legal, or A4 size. | 20 |
| 6 | Desktop Type A | Processor: Intel i3 12th Gen or Above Memory: 8 GB Storage: 512 GB SSD Additional Accessories: Keyboard, Mouse, Monitor (Full HD ,> 19") | 20 |

Note: Laptop has to be one of the Following :

- Lenovo ThinkPad
- Samsung
- Dell Latitude

Location: The Delivery Location will be a Mixture of Both NCR and Mumbai Region

2.20. Support Requirements:

| S. No | Name | Requirements |
|-------|----------------|---|
| 1 | Laptop Type A | 3 Years Comprehensive Warranty covering Manufacturing Defects, Accidental Damage, Normal Usage Wear and Tear and Liquid Damage |
| 2 | Laptop Type B | 3 Years Comprehensive Warranty covering Manufacturing Defects, Accidental Damage, Normal Usage Wear and Tear and Liquid Damage |
| 3 | Laptop Type 3 | 3 Years Comprehensive Warranty covering Manufacturing Defects, Accidental Damage , Normal Usage Wear and Tear and Liquid Damage |
| 4 | OS License | Perpetual License with Standard Microsoft Support |
| 5 | Scanner | 2 Years Warranty against any Hardware Defect |
| 6 | Desktop Type A | 3 Years Comprehensive Warranty covering Manufacturing Defects, Accidental Damage, Normal Usage Wear and Tear and Liquid Damage |

Section 4 – Form of Technical Proposal

(On the letter head of the bidder)

2.21. General Information

- 2.21.1. Profile of the Bidder with full particulars of the constitution, ownership and business activities of the prospective Service Provider.
- 2.21.2. Commitment(s) which shall act either as a constraint or as a conflicting interest in the proposed assignment (if any).

2.22. Technical Information

- 2.22.1. The Technical Proposal shall be submitted along with all relevant proofs and supporting documentation/information for each response.
 - 2.22.2. The Bidders would be required to make a presentation of their Technical Proposal if required, as brought out at table above, for the proposed transaction, at the premises of National Highways Authority of India, G 5&6, Sector-10, Dwarka, New Delhi - 110 075. The time of the presentation will be separately intimated to the Bidders through e-mail in due course.
 - 2.22.3. Detailed Datasheet/Specsheet for the Equipment to be attached in the Technical Proposal
 - 2.22.4. All the Documentation mentioned in the 2.11 to be submitted along with the proposal.
-

Section 5 – Form of Financial Proposal

(On the letter head of the Bidder)

Financial Proposal From (Name & Address of the bidder)

To

Chief Operating Officer

National Highways Infra Investment Managers Private Limited,

G 5 & 6, Sector 10,

Dwarka, New Delhi

Sub: Request for Proposal (“RFP”) issued by National Highways Infra Investment Managers Private Limited (NHIIMPL) for the selection of a Vendor for IT Equipment(s)

Financial offer on firm basis must be submitted in the following manner (as given below): - We, Quote below our Fees for supply of licenses and implementation of solution as under:

| S.No | Name | Unit Rate (in INR) excluding GST |
|------|---|---------------------------------------|
| 1 | Laptop Type A | |
| 2 | Laptop Type B | |
| 3 | Laptop Type 3 | |
| 4 | OS License | |
| 5 | Scanner | |
| 6 | Laptop Type A Upgrade * 16Gb to 32 GB | |
| 7 | Laptop Type B Upgrade * 16 GB to 32 GB | |
| 8 | Desktop Type A | |

*Including Any Extra Hardware Required or Installation Cost, Further the Post Upgrade Hardware support should be the same as Pre-Upgrade support

- 2.23. Quotes should be exclusive of GST which shall be paid extra (as applicable from time to time).
- 2.24. All HW cost should include corresponding Service Cost
- 2.25. All payments are subject to TDS, if any, applicable as per the law in force.
- 2.26. In the event of any discrepancy in between figures and words, the amount quoted in words will be considered.

Name & Signature of Consultant
Authorized Signatory

Note for Bidder

- 2.26.1. Minimum amount of fee to be quoted is Rs. 1.
- 2.26.2. All the sums payables shall be subject to deduction of applicable taxes.
- 2.26.3. On payment milestones payment would be released less the GST component.
- 2.26.4. The GST component would be released on production of proof of payment.

Section 6 – Undertakings

(On the letter head of the bidder)

To be provided with the financial bid.

We undertake that: -

- 2.27. We are eligible to supply Computer Hardware, software licenses and implementation of Intelligent Process Automation (IPA) solution.
- 2.28. We have a valid registration certificate, issued by the Competent Authorities.
- 2.29. We have not been blacklisted or declared as ineligible to act as Consultant/ Consultancy Firm by the Central Government, the State Government or any public undertaking, autonomous body, authority by whatever name called under the Central or the State Government.
- 2.30. The proposal submitted hereunder shall remain valid for a period of at least 120 days from the last date for submission of proposal.
- 2.31. No other cost/ expenses/taxes/levies shall be payable by NHIIMPL, NHIT and SPVs under NHIT except mentioned in financial proposal.
- 2.32. Submission of the proposal by the Bidder shall constitute acceptance by the Bidder of all the terms and conditions mentioned in this Request for Proposal. In the event of any contraction in the terms and conditions as mentioned in RFP, NHIIMPLs decision shall prevail.

We accept all the terms & conditions as mentioned in the RFP. In the event of any contradiction in the terms and conditions as mentioned in the RFP and our proposal/ offer to NHIIMPL, the NHIIMPL's decision shall prevail.

Date & Place:

**Signature(s) and name(s) of
Authorized Signatory with Seal**