



**Small Industries Development Bank of India**

**Request for Proposal (RfP)  
for  
Supply of Apple iPad2 [WiFi+3G], 64 GB**

**Tender No. : 400/2012/793/BYO/ISD dated August 29, 2011**

Small Industries Development Bank of India  
Information Services Department  
3rd Floor, MSME Development Center  
Plot No.C-11, 'G' Block  
Bandra Kurla Complex, Bandra (E),  
**Mumbai - 400 051**  
Website: [www.sidbi.in](http://www.sidbi.in)

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## **1. Introduction and Disclaimers**

### **1.1. Purpose of RfP**

The purpose of RfP is to shortlist vendors for supply of 14 numbers Apple iPad2 for its Mumbai office. Details of the iPads under procurement and other terms and conditions are given in the subsequent sections of this tender document.

### **1.2. Information Provided**

The Request for Proposal document contains statements derived from information that is believed to be relevant at the date but does not purport to provide all of the information that may be necessary or desirable to enable an intending contracting party to determine whether or not to enter into a contract or arrangement with SIDBI. Neither SIDBI nor any of its employees, agents, contractors, or advisers gives any representation or warranty, express or implied, as to the accuracy or completeness of any information or statement given or made in this document. Neither SIDBI nor any of its employees, agents, contractors, or advisers has carried out or will carry out an independent audit or verification exercise in relation to the contents of any part of the document.

### **1.3. Disclaimer**

Subject to any law to the contrary, and to the maximum extent permitted by law, SIDBI and its officers, employees, contractors, agents, and advisers disclaim all liability from any loss or damage (whether foreseeable or not) suffered by any person acting on or refraining from acting because of any information including forecasts, statements, estimates, or projections contained in this RfP document or conduct ancillary to it whether or not the loss or damage arises in connection with any negligence, omission, default, lack of care or misrepresentation on the part of SIDBI or any of its officers, employees, contractors, agents, or advisers.

### **1.4. Costs to be borne by Respondents**

All costs and expenses incurred by Respondents in any way associated with the development, preparation, and submission of responses, including but not limited to; the attendance at meetings, discussions, demonstrations, etc. and providing any additional information required by SIDBI, will be borne entirely and exclusively by the Respondent.

### **1.5. No Legal Relationship**

No binding legal relationship will exist between any of the Respondents and SIDBI until execution of a contractual agreement.

### **1.6. Recipient Obligation to Inform Itself**

The Recipient must conduct its own investigation and analysis regarding any information contained in the RfP document and the meaning and impact of that information.

### **1.7. Evaluation of Offers**

Each Recipient acknowledges and accepts that SIDBI may in its absolute discretion apply selection criteria specified in the document for evaluation of proposals for short listing / selecting the eligible vendor(s). The RfP document will not form part of any contract or arrangement, which may result from the issue of this document or any investigation or review, carried out by a Recipient.

### **1.8. Errors and Omissions**

Each Recipient should notify SIDBI of any error, omission, or discrepancy found in this RfP document.

### **1.9. Acceptance of Terms**

A Recipient will, by responding to SIDBI for RfP, be deemed to have accepted the terms of this Introduction and Disclaimer.

### **1.10. Requests for Proposal**

Recipients are required to direct all communications related to this RfP, through the Nominated Point of Contact person:

Contact : R K Sharma  
Position : General Manager (Systems)  
Email : rksharma@sidbi.com, standon@sidbi.in, narender@sidbi.in  
Telephone : +91 - 22 – 67531228 / 67531245/ 67531259  
Fax : +91 - 22 - 67531236

SIDBI may, in its absolute discretion, seek additional information or material from any of the Respondents after the RfP closes and all such information and material provided must be taken to form part of that Respondent's response.

Respondents should provide details of their contact person, telephone, fax, email and full address(s) to ensure that replies to RfP could be conveyed promptly.

If SIDBI, in its absolute discretion, deems that the originator of the question will gain an advantage by a response to a question, then SIDBI reserves the right to communicate such response to all Respondents.

SIDBI may, in its absolute discretion, engage in discussion or negotiation with any Respondent (or simultaneously with more than one Respondent) after the RfP closes to improve or clarify any response.

### **1.11. Notification**

SIDBI will notify all short-listed Respondents in writing or by mail as soon as practicable about the outcome of their RfP. SIDBI is not obliged to provide any reasons for any such acceptance or rejection.

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## 2. Background

### 2.1. About SIDBI

Small Industries Development Bank of India (SIDBI) was established in April 1990.

The mission of SIDBI is to empower the Micro, Small and Medium Enterprises (MSME) sector with a view to contributing to the process of economic growth, employment generation and balanced regional development having objective to serve as a single window for meeting financial and developmental needs of MSME sector.

The four basic objectives set out in the SIDBI Charter are Financing, Promotion, development and Co-ordination for orderly growth of industry in the MSME sector. The Charter has provided SIDBI considerable flexibility for adopting appropriate operational strategies to meet these objectives. The activities of SIDBI, as they have evolved over the period of time, now meet almost all the requirements of sector which fall into a wide spectrum constituting modern and technologically superior units at one end and traditional units at the other.

The bank provides its services through a network of more than 100 offices located all over India. Detailed information on the functions of the bank is provided on the website [www.sidbi.in](http://www.sidbi.in).

### 2.2. Tender Objective & Scope of Work

- 2.2.1. SIDBI intends to procure 14 numbers Apple iPad2 (WiFi + 3G), 64 GB for its Mumbai office. Accordingly, bank invites sealed commercial proposals from Apple authorized re-sellers.
- 2.2.2. The bids must be accompanied by a valid authorization letter/ certificate from Apple. Bids received without the authorization letter/ certificate shall not be considered for commercial evaluation.
- 2.2.3. It may be mentioned that the acquisition of 3G services is not in scope of this tender and bank shall acquire the same separately.

### 2.3. Tender Methodology

- 2.3.1. The tender methodology proposed to be adopted by SIDBI will be “**Single Bid**” i.e. the vendor selection shall be done on the basis of commercial bids.
- 2.3.2. Only the commercial bids accompanied by authorization letter/ certificate from Apple and found responsive otherwise, shall be considered for commercial evaluation.

### 2.4. Pre-Qualification Criteria [Minimum Eligibility Criteria]:

- 2.4.1. The bidder should be an Apple’s authorized re-seller of iPad2s.

### 2.5. Schedule of Events

1	Purpose of RfP	Supply of 14 numbers Apple iPad2 (WiFi+3G) with 64 GB Storage and Smart Covers.
2	Date of Issue of RfP	August 29, 2011
3	Last date for submission of bids	September 06, 2011 at 3:00 pm
4	Address for submission of bids	The General Manager (Systems) Small Industries Development Bank of India



		MSME Development Center, 3 <sup>rd</sup> Floor Information Services Department Plot No.C-11, G Block, Bandra Kurla Complex Bandra [East], <b>Mumbai – 400051</b>			
5	Bid Validity	30 days from the date of submission of bids.			
6	Date of Opening of Commercial Bids	To be announced at a later date. Only the short listed bidders shall be informed of the date, time & venue for opening of the bids.			
7	<b>Contact Details</b>				
	<b>Name</b>	<b>Designation</b>	<b>Phone</b>	<b>Fax</b>	<b>E-mail</b>
	Narender Kumar	AGM (Systems)	67531259	67531236	narender@sidbi.in
	Sudhir Tandon	DGM(Systems)	67531245		standon@sidbi.in

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### 3. Instruction to Bidders

The Bidders are expected to examine all instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents may result in the rejection of its bid and will be at the bidder's own risk.

#### 3.1. Clarification of Bids

- 3.1.1. The bidder or its official representative may seek the clarifications, if any, in writing through mail/ letter/ fax not later than **September 02, 2011**.
- 3.1.2. Response to all the queries received, if any, from all the prospective bidders shall be hosted on bank's website within 2 days from the last date of seeking the clarifications.

#### 3.2. Amendment to the bidding document

- 3.2.1. At any time prior to the date of submission of Bids, the Bank, for any reason, may modify the Bidding Document, by amendment.
- 3.2.2. The amendment will be posted on Banks website [www.sidbi.in](http://www.sidbi.in).
- 3.2.3. All Bidders must ensure that such clarifications have been considered by them before submitting the bid. Bank will not have any responsibility in case some omission is done by any bidder.
- 3.2.4. In order to allow prospective Bidders reasonable time in which to take the amendment into account in preparing their Bids, the Bank, at its discretion, may extend the deadline for the submission of Bids.

#### 3.3. Language of Bid

The bid prepared by the Bidders as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Bank and supporting documents and printed literature shall be written in English.

#### 3.4. Documents Comprising the Bid

The bids must be accompanied by the following documents:

- 3.4.1.1. Bid Forwarding Letter as per **Annexure – I**.
- 3.4.1.2. Valid authorization letter/ certificate from Apple.
- 3.4.1.3. Commercial bid as per prescribed format given in **Annexure – II**.

#### 3.5. Sealing and Marking of Bids

- 3.5.1. The Bidder shall seal the bids in non-window envelopes containing the documents as under:
  - 3.5.1.1. **Main Envelope (Superscribing “Tender No. 400/2012/793/BYO/ISD – Bid for Apple iPad2”):**
    - i. Bid Forwarding Letter.
    - ii. Authorization letter/ certificate from Apple.
    - iii. Envelope containing duly filled-in and signed commercial bid. The envelope must superscribe **“Tender No 400/2012/793/BYO/ISD – Commercial Bid for Apple iPad2”**

3.5.2. On the cover of each envelop **name and address of bidder along with contact number should be clearly indicated.**

3.5.3. The envelope(s) shall be addressed to the Bank at the address given below:

The General Manager (Systems)  
Small Industries Development Bank of India  
Information Services Department [ISD],  
MSME Development Center, 3rd Floor  
Plot No.C-11, 'G' Block  
Bandra Kurla Complex, Bandra(East)  
**Mumbai 400 051**

3.5.4. If the envelop(s) are not sealed and marked as indicated above, the Bank will assume no responsibility for the Bid's misplacement or its premature opening.

### 3.6. **Bid Currency**

Bids should be quoted in Indian Rupee only.

### 3.7. **Delivery and Installation Schedule**

3.7.1. The Bidder should deliver the goods within **TWO WEEKS FROM THE DATE OF PURCHASE ORDER**, at the address as indicated at **para 3.5.3** above.

3.7.2. Delivery of the Goods shall be made by the Supplier in accordance with the terms of the Purchase Contract. The bidder should take responsibility of the Goods till it reaches the delivery destination as informed by Bank. Bidder shall arrange the Road Permits or any other document, if required.

3.7.3. The Bank will not be in a position to supply Form-C or Form-D and bidder will have to arrange for Form 31 or 32 or any other road permit, if required, on behalf of SIDBI

3.7.4. Devices shall be supplied in a ready to use condition along with all Cables, Connectors, Manuals and Smart Cover.

3.7.5. The vendor shall help the bank in configuring the e-mail access over WiFi/ Internet/ 3G from bank's mail server.

### 3.8. **Period of Validity of Bids**

3.8.1. Prices and other terms offered by Bidders must be firm for an acceptance period of at least one [1] months from date of submission of bids.

3.8.2. In exceptions circumstances the Bank may solicit the Bidders consent to an extension of the period of validity. The request and response thereto shall be made in writing. The Bid security provided shall also be extended.

3.8.3. Bank, however, reserves the right to call for fresh quotes at any time during the period, if considered necessary.

### 3.9. **Deadline for submission of Bids**

3.9.1. The bids must be received by the Bank at the specified address **not later than September 06, 2011, 3.00 pm.**

3.9.2. In the event of the specified date for the submission of bids, being declared a holiday for the Bank, the bids will be received up to the appointed time on the next working day.

3.9.3. The Bank may, at its discretion, extend the deadline for submission of Bids by amending the Bid Documents, in which case, all rights and obligations of the

Bank and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

### **3.10. Late Bids**

Any bid received by the Bank after the deadline for submission of bids prescribed by the Bank will be rejected and returned unopened to the bidder.

### **3.11. Modification And/ Or Withdrawal of Bids:**

3.11.1. The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification including substitution or withdrawal of the bids is received by the Bank, prior to the deadline prescribed for submission of bids.

3.11.2. The Bidder modification or withdrawal notice shall be prepared, sealed, marked and dispatched. A withdrawal notice may also be sent by Fax and followed by a signed confirmation copy received by the Bank not later than the deadline for submission of bids.

3.11.3. No bid may be modified or withdrawn after the deadline for submission of bids.

3.11.4. Bank has the right to reject any or all bids received without assigning any reason whatsoever. Bank shall not be responsible for non-receipt / non-delivery of the bid documents due to any reason whatsoever.

### **3.12. Opening of Bids by the Bank**

3.12.1. On the scheduled date and time, bids will be opened by the Bank Committee in presence of Bidder representatives. It would be the responsibility of the bidder's representative to be present at the time, on the date and at the place specified in the tender document. The bidders' representatives who are present shall sign a document evidencing their attendance.

3.12.2. Bids that are not opened at Bid opening shall not be considered for further evaluation, irrespective of the circumstances. Withdrawn bids will be returned unopened to the Bidders.

### **3.13. Evaluation Methodology**

#### **3.13.1. Preliminary Examinations**

3.13.1.1. The Bank will examine the bids to determine whether they are complete in respect of submission of bid forwarding letter as per prescribed format and valid authorization letter/ certificate from Apple.

3.13.1.2. The Bank may, at its sole discretion, waive any minor infirmity, nonconformity or irregularity in a Bid which does not constitute a material deviation, provided such a waiver does not prejudice or affect the relative ranking of any Bidder.

3.13.1.3. If a Bid is not substantially responsive, it will be rejected by the Bank and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

3.13.1.4. The Bidder is expected to examine all instructions, forms, terms and specification in the Bidding Document. Failure to furnish all information required by the Bidding Document or to submit a Bid not substantially responsive to the Bidding Document in every respect will be at the Bidder's risk and may result in the rejection of its Bid.

### 3.13.2. **Commercial Evaluation**

- 3.13.2.1. All the bidders whose bids are found to be responsive would be short listed for commercial evaluation.
- 3.13.2.2. Bidders who qualify for commercial evaluation shall be notified in writing about the date, time & venue for the opening of the commercial bids.
- 3.13.2.3. SIDBI will award the contract to the successful bidder(s) whose bid has been determined to be substantially responsive and has been determined as the **Lowest Commercial bid (L1)**.

### 3.13.3. **Arithmetic errors correction:**

Arithmetic errors, if any, in the price breakup format will be rectified on the following basis:

- 3.13.3.1. If there is discrepancy between the unit price and the total price, which is obtained by multiplying the unit price with quantity, the unit price shall prevail and the total price shall be corrected unless it is a lower figure. If the supplier does not accept the correction of errors, its bid will be rejected.
- 3.13.3.2. If there is discrepancy in the unit price quoted in figures and words, the unit price, in figures or in words, as the case may be, which corresponds to the total bid price for the item shall be taken as correct.
- 3.13.3.3. If the vendor has not worked out the total bid price or the total bid price does not correspond to the unit price quoted either in words or figures, the unit price quoted in words shall be taken as correct.
- 3.13.3.4. Bank may waive off any minor infirmity or nonconformity or irregularity in a bid, which does not constitute a material deviation, provided such a waiving, does not prejudice or effect the relative ranking of any bidder

### 3.14. **Conditional Bids**

Conditional bids shall not be accepted on any ground and shall be rejected straightway. If any clarification is required, the same should be obtained before submission of bids.

### 3.15. **Contacting the Bank**

- 3.15.1. Bidder shall NOT contact the Bank on any matter relating to its Bid, from the time of opening of Bid to the time a communication in writing about its qualification or otherwise received from the Bank.
- 3.15.2. Any effort by the Bidder to influence the Bank in its decisions on Bid evaluation, Bid comparison may result in the rejection of the Bidder's Bid.

## **4. General Terms and Conditions**

### **4.1. Definitions**

In this Contract, the following terms shall be interpreted as indicated:

- “The Bank ” means Small Industries Development Bank Of India (SIDBI);
- “The Contract” means the agreement entered into between the Bank, represented by its Head Office / Zonal Offices and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein;
- “The Contract Price” means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations;
- “The Goods” means all of the equipment, machinery, and/or other materials which the Supplier is required to supply to the Bank under the Contract;
- “The Services” means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training and other such obligations of the Supplier covered under the Purchase Contract;
- “TCC” means the Terms and Conditions of Contract contained in this section;
- “The Supplier” or “the Vendor” means the individual or firm supplying or intending to supply the Goods and Services under this Contract; and
- “The Project Site” means various Head Office/Branches/Administrative offices of Small industries Development Bank of India.

### **4.2. Use of Contract Documents and Information**

- 4.2.1. The Supplier shall not, without the Bank’s prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the Bank in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- 4.2.2. The Supplier will treat as confidential all data and information about the Bank, obtained in the execution of his responsibilities, in strict confidence and will not reveal such information to any other party without the prior written approval of the Bank.

### **4.3. Subcontracts**

- 4.3.1. The Supplier shall not assign to others, in whole or in part, its obligations to perform under the contract, except with the Bank’s prior written consent.
- 4.3.2. The Supplier shall notify and obtain concurrence from the Bank in writing of all subcontracts / Franchisees awarded under the Contract, if not already specified in the quotation. Such notification, in the original quotation or later, shall not relieve the Supplier from any liability or obligation under the Contract.

#### **4.4. Price**

- 4.4.1. Prices quoted by the bidders should include all local taxes, VAT, duties, levies, octroi, transportation costs, warranty and insurance costs.
- 4.4.2. Once a contract price is arrived at, the same must remain firm and must not be subject to escalation during the performance of the contract due to fluctuation in foreign currency, change in the duty/tax structure, changes in costs related to the materials and labor or other components or for any other reason.
- 4.4.3. The Bank will not be in a position to supply Form-C or Form-D and vendor will have to arrange for Form 31 or 32 or any other road permit, if required, on behalf of SIDBI.
- 4.4.4. No other cost whatsoever will be paid by SIDBI.
- 4.4.5. The prices quoted shall be valid for a minimum period of One Months from the last date for submission of offers.

#### **4.5. Terms of Payment**

- 4.5.1. **Payments shall be made as per the payment terms mentioned in the commercial bid of the L1 vendor and accepted by the bank.**

#### **4.6. Applicable laws**

The Contract shall be interpreted in accordance with the laws prevalent in India.

- 4.6.1. Compliance with all applicable laws: The Bidder shall undertake to observe, adhere to, abide by, comply with and notify the Bank about all laws in force or as are or as made applicable in future, pertaining to or applicable to them, their business, their employees or their obligations towards them and all purposes of this Tender and shall indemnify, keep indemnified, hold harmless, defend and protect the Bank and its employees/ officers/ staff/ personnel/ representatives/ agents from any failure or omission on its part to do so and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising therefrom.
- 4.6.2. Compliance in obtaining approvals/ permissions/ licenses: The Bidder shall promptly and timely obtain all such consents, permissions, approvals, licenses, etc., as may be necessary or required for any of the purposes of this project or for the conduct of their own business under any applicable Law, Government Regulation/Guidelines and shall keep the same valid and in force during the term of the project, and in the event of any failure or omission to do so, shall indemnify, keep indemnified, hold harmless, defend, protect and fully compensate the Bank and its employees/ officers/ staff/ personnel/ representatives/agents from and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising therefrom and the Bank will give notice of any such claim or demand of liability within reasonable time to the bidder.

#### **4.7. Insurance**

- 4.7.1. The Bidder shall be responsible for acquiring insurance for all components, equipment and software. The goods supplied under the Contract shall be fully insured till their delivery to the bank's premises.

- 4.7.2. If the vendor fails to obtain insurance cover and any loss or damage occur, the vendor will have to replace the items with new ones without any cost to the Bank.

#### **4.8. Penalty for Default Delivery**

- 4.8.1. If the vendor fails to deliver the items within **two week from the date of purchase order**, bank will impose a penalty of **1% of the order value for the late delivered item for each weeks delay or part thereof, subject to maximum of 10% of value of the late delivered items.**
- 4.8.2. In case the delay exceeds **FIVE** weeks, Bank reserves the right to cancel the order. In such an event vendor will not be entitled to or recover from Bank any amount by ways of damages, loss or otherwise.
- 4.8.3. If order is cancelled due to non delivery or due to delay exceeding five week, the vendor shall return the entire payment made to the vendor within one week of the cancellation of the purchase order.

#### **4.9. Patent Rights**

In the event of any claim asserted by a third party of infringement of copyright, patent, trademark, industrial design rights, etc. arising from the use of the Goods or any part thereof in India, the Supplier shall act expeditiously to extinguish such claim. If the Supplier fails to comply and the Bank is required to pay compensation to a third party resulting from such infringement, the Supplier shall be responsible for the compensation including all expenses, court costs and lawyer fees. The Bank will give notice to the Supplier of such claim, if it is made, without delay.

#### **4.10. Force majeure**

If the performance as specified in this order is prevented, restricted, delayed or interfered by reason of Fire, explosion, cyclone, floods, War, revolution, acts of public enemies, blockage or embargo, Any law, order, proclamation, ordinance, demand or requirements of any Government or authority or representative of any such Government including restrict trade practices or regulations, Strikes, shutdowns or labour disputes which are not instigated for the purpose of avoiding obligations herein, or Any other circumstances beyond the control of the party affected, then notwithstanding anything here before contained, the party affected shall be excused from its performance to the extent such performance relates to prevention, restriction, delay or interference and provided the party so affected uses its best efforts to remove such cause of non-performance and when removed the party shall continue performance with utmost dispatch.

If a Force Majeure situation arises, the Bidder shall promptly notify the Bank in writing of such condition, the cause thereof and the change that is necessitated due to the conditions. Until and unless otherwise directed by the Bank in writing, the Bidder shall continue to perform its obligations under the Contract as far s is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event

#### **4.11. Resolution of Disputes**

It will be the Bank's endeavor to resolve amicably any disputes or differences that may arise between the Bank and the Bidder from misconstruing the meaning and operation of the Tender and the breach that may result.

In case of Dispute or difference arising between the Bank and a Supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Arbitration and Conciliation Act, 1996. The

Arbitrators shall be chosen by mutual discussion between the Bank and the Supplier OR in case of disagreement each party may appoint an arbitrator and such arbitrators may appoint an Umpire before entering on the reference. The decision of the Umpire shall be final.

The Bidder shall continue work under the Contract during the arbitration proceedings unless otherwise directed in writing by the Bank or unless the matter is such that the work cannot possibly be continued until the decision of the Arbitrator or the umpire, as the case may be, is obtained.

Arbitration proceedings shall be held at Mumbai, India, and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English;

Notwithstanding anything contained above, in case of dispute, claim & legal action arising out of the contract, the parties shall be subject to the jurisdiction of courts at Mumbai, India only.

Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by fax and confirmed in writing to the other party's specified address. The same has to be acknowledged by the receiver in writing.

A notice shall be effective when delivered or on the notice's effective date, whichever is later.

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**Annexure - I**  
**Bid Forwarding Letter**  
(To be submitted on Vendor's letter head)

Date:

The General Manager (Systems)  
Small Industries Development Bank of India,  
3rd Floor, MSME Development Centre,  
Plot No. C-11, G Block  
Bandra Kurla Complex (BKC), Bandra (E)  
Mumbai - 400 051

Dear Sir,

**Procurement of Apple iPad2 (WiFi + 3G), 64 GB**

We, the undersigned, offer to submit our bid in response and accordance with your RfP No. **400/2012/793/BYO/ISD** dated **August 29, 2011**. Having examined the tender document carefully, we are hereby submitting our proposal as desired by the Bank.

Further, we agree to abide by all the terms and conditions as mentioned herein the tender document. We have also noted that SIDBI reserves the right to consider/ reject any or all bids without assigning any reason thereof.

We understand that the Bank is not bound to accept any proposal it receives.

We remain,

Yours sincerely,

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Date: Signature of Authorised Signatory ...

Place: Name of the Authorised Signatory ...

Designation ...

Contact No. & E-mail of Authorised Signatory:

Name of the Organisation ...

Seal ...

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## Annexure – II

### Commercial Bid Format

S. N.	Item Description	Qty.	Unit Price, incl. of all taxes		Total, incl. of all taxes
			Figures	Words	
1	Apple iPad2 (WiFi+3G) with 64 GB storage	14			
2	iPad2 Smart Cover	14			
<b>Total Cost</b>					
3	Payment Terms <i>(Need to be clearly mentioned here)</i>				
4.	Deviation, if any from the terms of the tender. <i>(Need to be clearly mentioned by giving reference of the particular clause)</i>				

**Bidders are requested to note the following:**

- All the details must be provided as per format.
- All the rates must be quoted in INR.
- Conditional commercial bids would be rejected.
- Since the vendor selection shall be done based on the L1 price, the best price may be offered in the bid.

Date:	Signature of Authorised Signatory ...
Place:	Name of the Authorised Signatory ...
	Designation ...
	Contact No. & E-mail of Authorised Signatory:
	Name of the Organisation ...
	Seal ...

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