

LIMITED TENDER FOR SUPPLY OF LAPTOP WITH WINDOWS 11 PRO CSP LICENSE

REF: NEDFi/IT/26-27/1923

Date: 14-September-2026

Dear Sir/Madam,

With reference to the above-mentioned subject, we are in the process of inviting a limited tender for the Supply of Laptop with Windows 11 PRO CSP License. Accordingly, you are requested to submit your bid under a Two-Bid system as mentioned below:

A. Requirements:

Sl. No	Item Description	Qty.
01	Item: Laptop Computer with Windows 11 Pro CSP License <u>Minimum Specifications:</u> ➤ Processor: Intel Core i5 13th Generation or higher H-Series/H-performance, Intel Core Ultra 5 125H or higher, AMD Ryzen 5 7000/8000 Series HS/H-Series or higher, or equivalent/higher-performance processor, with performance not lower than Intel Core i5-13420H. Equivalent processors shall be supported by manufacturer documentation or recognized independent benchmark evidence. Low-power U-Series or equivalent entry-level processors shall not be considered equivalent merely on the basis of branding, generation or core count. ➤ Memory: Minimum 16GB DDR4/DDR5 RAM, expandable/upgradable to at least 24 GB. ➤ Storage: Minimum 512GB PCIe NVMe SSD. ➤ Display: Minimum 15.6-inch Full HD (1920 × 1080) anti-glare LED display with minimum 250 nits brightness. ➤ Graphics: Integrated graphics or better, suitable for Full HD display and regular office, productivity and multimedia applications.	18

	➤ Network Connectivity: Integrated 10/100/1000 Mbps Gigabit Ethernet (RJ-45) port. USB-to-Ethernet adapter shall not be accepted as a substitute. ➤ Wireless Connectivity: Integrated Wi-Fi 6 or higher and Bluetooth 5 or higher. ➤ USB Ports: Minimum 2 x USB Type-A ports, including at least one USB 3.x or higher port, and 1 x USB Type-C port supporting data transfer. ➤ Display Output: Minimum one HDMI/DisplayPort/USB Type-C based digital display output capable of supporting an external Full HD display or higher. ➤ Web Camera: Integrated HD/FHD webcam with integrated microphone. ➤ Keyboard: Full-size keyboard suitable for regular office and data-entry work, with integrated numeric keypad preferred. ➤ Security: TPM 2.0 or higher, secure boot capability and BIOS/firmware-level security features. ➤ Operating System: Genuine and fully licensed Windows 11 Pro 64-bit, supplied with the laptop. The Windows license shall be valid for use in India and shall be supplied through an authorized Microsoft Cloud Solution Provider (CSP) channel. The license/entitlement shall be properly assigned and reflected in NEDFi's Microsoft account/tenant in the Microsoft administrative portal, as applicable, and shall be verifiable by NEDFi directly through the Microsoft portal. ➤ Hardware Quality and Build Standard: The offered laptop shall be of commercial/business-class construction suitable for professional and institutional use and shall have documented testing against applicable MIL-STD-810H durability requirements, covering, at a minimum, mechanical shock/drop, vibration and high/low-temperature operation. In addition, the laptop shall have documented OEM evaluation/testing for hinge and major component durability appropriate to the quoted model. The bidder shall submit OEM-issued product documentation, test report, or manufacturer declaration confirming the above testing for the exact quoted make, model and part number. Generic claims such as "MIL-STD-810H compliant", "military-grade", "rugged" or "durable", without identification of the applicable tests for the quoted model, shall not be considered sufficient.	
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	➤ OEM Qualification: The offered laptop shall be manufactured by an established OEM having a recognized commercial/business laptop product range and an established authorized service and support network in all states of North East India. ➤ Product Status, Authenticity and Quality: The offered laptop shall be a new, unused, factory-original and current/recent production model at the time of supply and shall not be an end-of-life, refurbished, reconditioned, used or open-box product. The laptop shall be a complete OEM product and shall not be locally assembled, re-branded or third-party assembled. Entry-level consumer-grade laptops shall not be accepted. The product shall be sourced through the OEM or its authorized distribution/channel network and shall be eligible for valid OEM warranty and support in India. ➤ Manufacturer Documentation: The bidder shall submit the official manufacturer's datasheet/brochure for the exact model/part number quoted, clearly establishing compliance with the specified technical requirements. ➤ Model Verification: The purchaser reserves the right to verify the specifications, product category and warranty/support status of the offered model from the manufacturer's official website or other official manufacturer documentation. ➤ Warranty: Minimum 3 Years Comprehensive On-Site Warranty from the date of successful installation, testing, commissioning and formal acceptance by NEDFi, covering parts and labour, including repair/replacement of defective components. ➤ Accessories: All standard accessories required for normal operation, including original OEM power adapter/charger and laptop bag(back-pack) shall be supplied along with the laptop.	
02	Item: Delivery ➤ The successful bidder shall initially deliver all 18 laptops to NEDFi's Head Office, Guwahati, for necessary configuration and testing by the IT Team. Thereafter, 12 laptops shall be retained at the Head Office, and the remaining 6 laptops shall be collected by the bidder and delivered to the respective Branch Offices, i.e. 2 at Agartala, 1 at Gangtok, 2 at Itanagar and 1 at Namchi, without any additional cost to NEDFi.	1

B. Other Terms & Conditions:

- a) The tender shall be processed under a Two-Bid System comprising a Technical Bid and a Financial Bid. Only the Financial Bids of those bidders who are found technically qualified shall be opened.
- b) The technical compliance shall be evaluated against the exact make, model and part number quoted by the bidder. Compliance of a manufacturer's product family, series or other model shall not be deemed compliance of the quoted model.
- c) The bidder shall be OEM or an OEM Authorized Partner/Dealer/Distributor/Reseller for the quoted Laptop and documentary evidence regarding the same shall be submitted along with the Technical Bid.
- d) The OEM shall provide back-to-back warranty and support coverage for the entire stipulated warranty period through its authorized service/support network. The supplier shall ensure that such OEM warranty, support and service entitlements remain valid and active throughout the warranty period without interruption.
- e) NEDFi reserves the right to verify directly with the OEM the OEM authorization, quoted make/model, serial numbers, warranty and support entitlement, and applicable firmware/software licenses. The supplier shall extend all necessary cooperation for such verification.
- f) Any product found to be counterfeit, refurbished, reconditioned, used, grey-market, unauthorizedly imported, or otherwise ineligible for OEM warranty/support in India shall be liable for rejection. The supplier shall, at its own cost, replace such equipment with a genuine, new and factory-original product having valid OEM warranty and support in India within the time stipulated by NEDFi. The supplier shall remain fully responsible for warranty and support throughout the stipulated warranty period, irrespective of its arrangement with the OEM.
- g) The bidder must have a functional office in Guwahati, Assam. Self-attested copies of PAN, GST Registration Certificate, proof of office address, and other applicable KYC documents shall be submitted along with the bid.
- h) The bidder shall quote only new, unused and ready-stock equipment sourced from the OEM or its authorized distribution/channel network in India. The supply has to be completed within 15 (Fifteen) days from the date of issue of the Purchase/Work Order.
- i) Only physical hard copies of the bid shall be accepted. Every page of the Technical Bid, Financial Bid, and all supporting documents shall be duly signed and sealed by the authorized signatory of the bidder.

- j) The bidder shall submit an Earnest Money Deposit (EMD) of ₹25,000/- (Rupees Twenty-Five Thousand only) as Bid Security. Bids submitted without the prescribed EMD shall be rejected.
- k) The EMD of unsuccessful bidders shall be returned after completion of the tender process without any interest. The EMD of the successful bidder shall be liable to be forfeited if the bidder:
- withdraws or modifies the bid during its validity period;
 - fails to accept the Purchase Order/Work Order;
 - fails to furnish the required Performance Bank Guarantee within the stipulated time; or
 - fails to complete the supply, installation, and commissioning within the prescribed timeframe.
- l) The successful bidder shall furnish a Performance Bank Guarantee (PBG) equivalent to 5% of the Purchase Order value (excluding applicable taxes). The Performance Bank Guarantee shall remain valid for the entire warranty period and shall be released after successful completion of all warranty obligations.
- m) The bidder shall be solely responsible for providing comprehensive warranty, technical support, replacement of defective components, and all after-sales services for the supplied items throughout the warranty period. The bidder shall act as the single point of contact (SPOC) for all warranty and support-related issues and shall coordinate with the respective OEM(s) to ensure timely resolution without any additional cost to NEDFi.
- n) In compliance with RBI guidelines relating to information security, outsourcing, and technology risk management, NEDFi, RBI, or any agency authorized by them shall have the right to inspect or audit the supplied laptops and associated licenses/documentation during the warranty period. The bidder shall extend full cooperation during such audits and promptly address any observations relating to the supplied solution.
- o) 100% payment shall be released only after successful supply, installation, testing, commissioning, submission of all required documentation, warranty registration, and formal acceptance of the supplied solution by NEDFi.
- p) Any evidence of cartelization, bid-rigging, collusive bidding, fraudulent, coercive, or corrupt practices shall result in immediate disqualification of the bidder and may also lead to blacklisting/debarment from participation in future tenders of NEDFi, without prejudice to any other legal action available under applicable laws.

- q) NEDFi reserves the right to accept or reject any or all bids, wholly or partially, and to cancel, amend, modify, or withdraw the tender process at any stage without assigning any reason whatsoever. NEDFi shall not be liable for any costs or expenses incurred by the bidders in connection with the preparation or submission of their bids.
- r) Any dispute arising out of or relating to this tender or the resultant Purchase Order shall be subject to arbitration in accordance with the provisions of the Arbitration and Conciliation Act, 1996, as amended from time to time. The seat and venue of arbitration shall be Guwahati, Assam, and the courts at Guwahati shall have exclusive jurisdiction.

C. Bid Submission Instructions & Schedule

Bids shall be submitted under the Two-Bid System in the following manner:

- Envelope 1 - Technical Bid: Annexure-A, Annexure-B, EMD and all required KYC/technical documents, data sheets and OEM authorizations/declarations. Superscribe: "Technical Bid for Supply of Laptops with Windows 11 Pro CSP License". No pricing information shall be included.
- Envelope 2 - Financial Bid: Annexure-C (Pricing Details) only. Superscribe: "Financial Bid for Supply of Laptops with Windows 11 Pro CSP License".

Both envelopes shall be placed in a sealed Master Envelope, superscribed "LIMITED TENDER FOR SUPPLY OF LAPTOPS WITH WINDOWS 11 PRO CSP LICENSE", and submitted by 22-September-2026, 11:00 AM to the following address:

To

*The Executive Director
North Eastern Development Finance Corporation Limited (NEDFi)
NEDFi House, G. S. Road, Dispur, Guwahati – 781006.*

The Technical Bids shall be opened on 22-September-2026 at 11:30 AM, and the Financial Bids of only technically qualified bidders shall be opened subsequently, with the date and time communicated separately to the qualified bidders.

Thanks & Regards

Sd/-

(L Loyi)

Executive Director

ANNEXURE-A (Technical Bid)

(Covering letter should be written on Bidder's letterhead with the following details)

Sl. No	Documents Required
01	Covering Letter
02	Dealer / Seller / Re-seller / Partner certificate
03	EMD (Bid Security)
04	KYC Documents (PAN, GST, Address Proof, etc.)
05	Datasheet / Brochure of the quoted items

ANNEXURE-B (Technical Bid)

(Should be written on Bidder's Letterhead)

Sl. No	Item	Brand/Make	Model/Part No	Specification Compliance (Yes/No)
01	Laptop Computer with Windows 11 Pro CSP License			

ANNEXURE-C - FINANCIAL BID

(Should be written on the letterhead of the Bidder)

Sl. No	Item	Qty	Rate (X)	GST (Y)	Total Amount (X+Y)
01	Laptop Computer with Windows 11 Pro CSP License	18			
05	Delivery				
Grand Total(A)					

Notes:

- The quoted unit rate shall be inclusive of all applicable duties, levies, freight, insurance, installation, commissioning and other incidental charges, except GST.*
- GST shall be indicated separately as applicable.*
- The Grand Total (A) shall be considered for financial evaluation and determination of the L1 bidder.*
- All amounts shall be quoted in Indian Rupees (INR) only.*