

BID DOCUMENT
FOR
SUPPLY OF TOUCH SCREEN LAPTOPS AND ALL IN ONE DESKTOP
AT
NATIONAL LAW UNIVERSITY, JODHPUR

TOTAL NUMBER OF PAGES: 16 (SIXTEEN)

S.no	Particulars	Details
1	NAME OF THE FIRM	
2	COMPLETE ADDRESS	
3	EMAIL ID OF FIRM	
4	MOBILE NUMBER	
5	PERMANENT ACCOUNT NUMBER (PAN)	
6	GST NUMBER OF FIRM	
7	EARNEST MONEY	Rs.9,000/-
8	EARNEST MONEY DETAILS	BANK NAME: - DD NUMBER: -
9	DATE OF SUBMISSION OF TENDER	13.01.2026 at 12:00 PM
10	AUTHORIZED SIGNATORY	

Check List of Documents:-

S.No	Particulars
1	<p>Technical bid in sealed cover super scribed as “Technical Bid” with all required parameters as follows: -</p> <p>(A) Filled in bid document duly signed and stamped at the bottom of each page.</p> <p>(B) Annexure ‘B’ (CONSENT FOR TECHNICAL SPECIFICATIONS)</p> <p>(C) Demand Draft of Rs. 9000/-submitted as Earnest Money</p> <p>(D) Copy of the Income Tax PAN card of the company/ Firm</p> <p>(E) Copy of valid GST Registration of company/ firm</p> <p>(F) Notarized self-certification for not being debarred / blacklisted as per Annexure "A".</p> <p>(G) Bidder should submit Authorization and Product Certificate for items specified in Annexure ‘B’ wherever mentioned</p> <p>(I) Successful completion certificate of similar kind of work / supply of Rs 2,50,000/- to institution with in any one financial year out of previous three financial years i.e., 2021-22, 2022-23, 2023-24 from any reputed organization.</p>
2	<p>Price bid in Annexure C in separate sealed cover super scribed as “Financial Bid”</p>

DETAILS OF TENDER CALL NOTICE

Sealed bids are invited for Supply of Touch Screen Laptops And All In One Desktop at Library, at National Law University, Jodhpur.

Bid document for the above work can be obtained from the office of Registrar NLU, Mandore Road, Jodhpur, Rajasthan on all working days in between 10.00 A.M. to 5.00 P.M. The bid documents can also be downloaded from University's Website (<https://nlujodhpur.ac.in/university/tenders>).

Bids will be received up to 12.00 P.M. of 13/01/2026 and the technical bid will be opened on the same day at 12.30 P.M in presence of the bidders or their authorized representatives if any. Opening date and time of financial bid shall be communicated subsequently after assessing the suitability and eligibility of the bidders.

1. Scope of Work:-

1.1 Supply of Laptops And All In One Desktop at Library.

1.2 Successful bidder shall be required to execute the work within **07 days** from the date of work order.

2. Eligibility Criteria

The bidding concern must fulfill all the following criteria for techno-commercial qualification of the tender.

2.1 The Bidder must have valid PAN, GST number. (attach document)

2.2 The firm must not have been debarred / blacklisted by any Govt. Deptt, agency, PSUs / institution / agencies / autonomous organisations. The bidder shall submit a self-certification by an authorized person duly notarized to this effect (attach self-declaration certificate duly notary attested) in the prescribed format attached as Annexure "A".

2.3 Bidder should submit Authorization and Product Certificate for items specified in Annexure 'B' wherever mentioned

2.4 Successful completion certificate of similar kind of work / supply of Rs 400000/- to institution with in any one financial year out of previous three financial years i.e., 2021-22, 2022-23, 2023-24 from any reputed organization.

3. INSTRUCTIONS TO BIDDERS

3.1 A Bidder can submit a single bid only.

3.2 Incomplete, telegraphic or conditional bids shall not be accepted.

3.3 The contractor /firm shall not be allowed to transfer, assign, pledge or sub-contract supply order under this contract to any other agency.

3.4 Prices quoted must be firm and fixed. No price variation / escalation shall be allowed during process of completion of the project.

3.5 The approved rate may be considered for future requirement with the consent of both the parties.

3.6 The bidders must sign at the bottom of each page of the bid documents at the time of submission in token of unconditional acceptance of the terms and conditions, technical specifications etc.

- 3.7 Valid GSTIN certificate duly self-attested must be submitted along with the bid.
- 3.8 Deviations in terms and conditions, Specification of material, Inspection clause etc. will not be accepted under any condition.
- 3.9 Bids received late due to postal delay or otherwise **will not be considered**.
- 3.10 The bidders are required to furnish their offers in the price bid both in words & figures. In case of corrections, if any, the original text/numerical must be clearly crossed out and re-written legibly above, below or on the side of the crossed-out characters as per availability of space and the authorized person must put his dated initial under such corrections. In case of any conflict between figures and words, the lower rate shall prevail.
- 3.11 **Since timely supply of items is of paramount importance, requests for extension of time shall not be entertained.**
- 3.12 Canvassing in any manner shall not be entertained and will be viewed seriously leading to rejection of the bid.
- 3.13 University reserves its right to modify the bid document/details by way of amendment. Notification for Such amendment shall be notified only on university website; therefore, bidders are advised to visit university website time to time.
- 3.14 Bids will be accepted & will be opened as per information mentioned in the notice-inviting tender. No receipt against submission of bid shall be issued by NLU, Jodhpur.
- 3.15 The last date of receipt of the bid is 13/01/26 up to 12.00 P.M. Sealed tenders may only dropped in the specified tender box kept in the **Office of Registrar**, NLU Jodhpur during office hours on working days. Bids received after due date & time will not be considered. If due to any reason the due date is declared as a holiday the bid will be opened on next working day at the same time.
- 3.16 The technical bid shall be opened on 13/01/2026 at 12.30 P.M. in the office of Registrar, NLU Jodhpur, in presence of such bidders or their authorized representatives, who are present at the time of opening.

The bid document should be submitted in two parts as detailed below:

3.16.1 Bids should be submitted in two separate sealed envelope as mentioned below & addressed to the Registrar, NLU Jodhpur, inside a sealed envelope super-scribed "Bid for Supply, Installation, Testing And Commission Of Video Equipment's At Auditorium should contain Technical Bid as per Annexure – B prescribed Firm Registration certificate, declaration in lieu of Earnest Money, Technical Specification, GST Registration , Commercial terms & conditions, notarized undertaking as per ANNEXURE "A" ,other bid documents duly signed & sealed, It should be super-scribed with **Part-1 Technical Bid "**. All the papers of bid documents except the price bid duly signed should be submitted in the first envelope.

3.16.2 Second sealed envelope (part-II) should contain Price bid as per Annexure –C in a separate sealed envelope. It should be super-scribed with "**PART II Price Bid**". Any condition in regard to financial aspects, payments, terms of rebate etc beyond the prescribed financial terms of NLU, Jodhpur will make the bid invalid. Therefore, it is in the interest of the bidders not to write anything extra in the Price Bid in Annexure-C except price.

3.17 The procedure of opening of the bid shall be as under

3.17.1. First envelope "**PART-1 Technical Bid**" shall be opened at the time & date mentioned in the bid notice by NLU, Jodhpur representative in the presence of bidders, who choose to be present.

3.17.2 Second envelope (part-II) containing Price bid shall be opened after evaluation of technical-commercial suitability of the offer by assessing responsiveness in line with the requirements mentioned in the bid document. The time for opening of second envelope (Price bid) shall be informed separately after assessing and evaluation of technical bid. Second envelope of price bid only those bidders shall be opened who qualify in the technical bid. If necessary, the firms may be called for Technical Presentation of their product as per the time intimated by NLU, Jodhpur.

- 3.18 **Successful bidder shall be calculated on the basis of total cost of all items as mentioned in Financial bid**
- 3.19 In case of supply of any defective material or substandard material, the materials will be rejected & it will be the responsibility of the supplier for taking back & replacing the rejected materials at their own cost. In case of non-lifting of such rejected materials within a reasonable time offered by the office it will have the right to suitably dispose off the same and forfeit the amount.
- 3.20 The supplied materials should strictly comply with the specifications as mentioned in the bid, otherwise the material would be liable for rejection.
- 3.21 Any clarification on the technical specification and commercial terms and conditions may be clarified in writing from NLU, Jodhpur
- 3.22 Deviation of any commercial terms and condition and technical specification shall not be entertained under no circumstances.
- 3.23 The contractor shall abide by all laws, rules and regulations framed there under or any other statutory obligations which are in force from time to time. The contractor/firm shall indemnify the Institute from any claims in this regard.
- 3.24 University may take clarification from bidder and may take appropriate decision accordingly. The decision of University shall be final and binding to all.
- 3.25 NLU, Jodhpur does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without the assignment of any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tendered shall be summarily rejected.
- 3.26 The NLU, Jodhpur reserves its right to reject/accept any or reject all tenders at any time without assigning any reason thereof. It shall be without any liability towards the bidder.
- 3.27 University reserve it's right to increase / decrease the quantity as mentioned in the bid document.
- 3.28 Any losses sustained by the institute due to negligence of the contractors' service in the form loss/damage of property, will be recoverable from the contractor, as the money value shall be estimated by the institute. The

decision of the institute in this regard will be final and binding on the contractor / firm.

- 3.29 The firm / contractor will adopt all the safety measures / precaution while executing the work in relation to all material, equipment and accessories etc. University will not be responsible for any loss, theft, damage etc for any reason.
- 3.30 The Contractor/firm will adopt all safety measures/precautions while executing the work/supply. In case of any accident /causality of any personnel, involved in work/supply the complete responsibility will be borne by the contractor/firm himself and University will not be held responsible for any claim/compensation.

4. COMMERCIAL TERMS & CONDITIONS:

4.1 EARNEST MONEY: -

4.1.1 Firm/Contractor must submit the Earnest Money of Rs 9,000/-, in the form of a Demand-draft issued by a Nationalized/Schedule Bank in favor of the Registrar, National Law University, Jodhpur payable at Jodhpur at the time of submission of tender documents. Earnest Money shall be refunded/adjusted against security deposit, if any, after award of supply order, as the case may be.

4.1.2 In absence of earnest money, quotation of the firm shall not be entertained in any circumstances

4.1.3. In case of claim for exemption from deposit of Earnest money sufficient proof in support of claim for exemption of EMD as prescribed in Govt. of India Notification is to be attached with the bid.

4.2 Security Deposit:

4.2.1 The successful bidder must deposit the Security amount @ 10% (Ten percent) of the ordered value with the Registrar, NLU, Jodhpur within the time frame provided in letter for depositing of security in shape of DEMAND DRAFT OR irrevocable Bank Guarantees or FDR of equivalent amount for a period of one year.

4.2.2 The security deposit would be forfeited, if the firm/contractor denies to execute the work or supply the ordered items as the case may be.

4.2.3 The security deposit would be forfeited, if the supplies are not made or work not done as per the Terms & Conditions of the purchase order/bid document.

4.2.4 The security deposit amount will be refunded after the period of one year without any interest.

4.3 Payment:

4.3.1 Payment will be made after satisfactorily supply of items as per specifications after submitting of bill by firm.

4.3.2 In case supply is not found as per specifications of the University, whole supply shall be rejected and there shall not be any liability towards University for any reason.

4.4 PENALTY CLAUSE: -

In case of delay in supply of work without prejudice to the right to reject the bid, penalty should be imposed as decided by the competent authority.

However, if there is any hindrance/barrier in execution of work from University side, then relaxation will be granted without penalty as deemed fit.

5. Settlement of Dispute:

5.1 All disputes pertaining to the supply order is limited to the jurisdiction of the courts at Jodhpur District, Rajasthan

5.2 Without prejudice to above, the parties reserve the right to enter into an Arbitration process in accordance with the relevant clause of Arbitration and Conciliation Act, 1996.

ACCEPTANCE

I/We have carefully read and understood the above terms and conditions of the bid and agree to abide by them.

Seal and signature of bidder

**DECLARATION REGARDING BLACKLISTING/DEBARRING FOR
TAKING PART IN TENDER**

(To be executed & attested by Public Notary/executive Magistrate on Rs 100/-non judicial stamp paper by the Tendered]

1. I/We _____ of M/s _____ hereby declare that our company _____ having registered address _____ at _____

_____ has never been 'Blacklisted/debarred by any State/Central Govt, Department/Organization till date nor we are facing/filed any Litigation proceeding regarding debarring (blacklisting) with either of the above said agencies.

OR

1. I/We _____ of M/s _____ hereby declare that our company _____ having registered address at _____

_____ was blacklisted or debarred by State/ Central Govt, Department /Organization from taking part in tenders for a period of _____ years w. e. f _____ to _____ .the period is over on _____ and now the firm /company is entitled to take part in tenders.

2. In case of above information found false, I/we are fully aware that the tender/contract will be rejected/cancelled by National Law University, Jodhpur, and EMD/Security deposit shall be forfeited.
3. In addition to the above National Law University, Jodhpur will not be responsible to pay the bills for any completed /partially completed work/supply.

DEPONENT

ATTESTED:
(Public Notary/executive Magistrate)

NAME: - _____
Address:- _____

Annexure "B"**TECHNICAL SPECIFICATION AND COMPLIANCE REPORT FOR BID OF TOUCH LAPTOPS**

S.No.	Parameter	Specification	Compliance (Y/N)
1	Processor	Ryzen AI 5 340 (6 Core) with 50 NPU TOPs	
2	AI Engine	Integrated NPU – 50 TOPS	
3	RAM	16 GB LPDDR5X 7500 MHz (On-board)	
4	Storage	1 TB SSD	
5	Graphics	AMD Radeon 840M	
6	Display	16.0" Touch, 2K (1920×1200), Anti-glare IPS, 300 nits	
7	Operating System	Next Gen Windows	
8	Office & Software	MS Office Home 2024 + 1 Year Microsoft 365 Basic	
9	Camera	IR Camera with Windows Hello & Presence Sensing	
10	Audio	Audio by Poly Studio	
11	AI & Smart Features	AI Companion, Windows Studio Effects	
12	System Apps	Smart Sense, Audio Control, Presence Sensing, Wellbeing	
13	Color	Glacier Silver	
14	Warranty	Premium Care with International Warranty	
15	Special Features	Touch Display, IR Camera, AI-Enabled PC (50 TOPS)	
16	Certification [Required]	BIS , Energy Star 8.0, RoHS Compliance, Energy star, UL, CE, FCC, TCO certified, MIL STD 810 H	
17	OEM	Must be in TOP – 5 IDC report of 2025	

TECHNICAL SPECIFICATION AND COMPLAINT REPORT FOR BID OF ALL IN ONE DESKTOP

S.No.	Parameter	Minimum Technical Specification	COMPLIANCE (Y/N)
1	Processor	Intel i5, 6 Core or higher, with minimum 2.5 GHz or higher (Base Frequency), 18 MB Cache or higher with 14th or higher Generation and to be Certified by OEM	
2	Chipset	Intel Q670 Chipset or higher	
3	Operating System	1. Pre-installed Genuine Microsoft Windows 11 Professional (64 bit) or higher 2. Recovery partition (applicable for Windows).	
4	Memory (RAM)	8 GB DDR5-up to 4800Mhz, Memory expandability up to 64 GB with 2 DIMM Slots	
5	Storage	512 GB M.2 2280 PCIe NVMe SSD	
6	Audio	Integrated audio controller with internal Speaker	
7	Ports	Minimum 6 USB ports with at least 4 USB 3.2 Gen1 or higher ports including 1 USB Type C port, HDMI, Display port, Audio jack for headphone & microphone	
8	Camera	Integrated 5MP Webcam with automatic background light correction and AI based Noise Cancellation	
9	Display	Minimum 23.8 inch or higher, Resolution 1920x1080 or higher Display	
10	Antivirus	Latest Antivirus & Internet Security, with minimum 3 years subscription	
11	Certification	BIS, Microsoft Windows 11, Ubuntu Certified, FCC, CE, RoHS, UL, EPEAT, Energy Star, TCO, MIL STD 810H, ISO 9001, 14001, 20001, 27001	
12	Compliance	RoHS	
13	Keyboard & Mouse	USB Keyboard & USB two button optical Mouse with Mouse Pad (Same make as AIO)	
14	Network Interface	Integrated 10/100/1000 GB Ethernet, Integrated 802.11ac Wi-Fi 6 and Bluetooth 5.0 or higher	
15	Accessories	All necessary cables	
16	Security	2.0 Trusted Platform Module (TPM) (Hardware/Firmware)	
17	Warranty	3 Years comprehensive on-site OEM warranty	
Additional Terms and Conditions (ATC)			
18	Chipset	Intel Q Chipset (Q670) or higher	
19	USB Ports	USB: Minimum: 6 or higher (incl. 1 USB Type C 10Gbps Port)	
20	Operating System	Microsoft Windows 11 Professional with OEM Recovery DVD or option of Cloud Recovery	
21	OEM LOGO	Motherboard, keyboard and Mouse must be from the same OEM as the Computer and OEM logo /trademark embossed on them; no sticker allowed.	
22	Wi-Fi Availability	System supplied shall have inbuilt Wi-Fi feature, external dongle /USB are not allowed.	
23	System Diagnostics	OEM must have online system hardware diagnostics facility or BIOS based hardware diagnostics facility. OEM must	

		have the facility to download the updates of preinstalled Software, device drivers and firmware from its website.	
24	Recovery Media	OEM must support recovery media creation through its website to re install the operating system when required and bring the computer back to its original factory condition as configured by the OEM.	
25	Certification Bidder is required to submit the following certificates:	a). Valid ISO 9001 Certificates.	
		b). Data Sheet of the quoted product.	
		c). RoHS Compliance, Energy star, UL, CE, FCC, TCO certified	
		d). The confirmation from OEM for Factory preloaded Windows operating system need to be submitted along with Bid. Windows Key should be digitally embedded in the BIOS.	
		e). The Certificate for MIL STD 810 H from OEM needs to be submitted along with the Bid document.	
		f) Must be in TOP – 5 IDC report of 2025	
	Technical Evaluation	Buyer at its discretion may ask for Physical Demonstration of the offered product during technical evaluation stage and any deviation shall lead to rejection of the bidder	

Additional Terms And Conditions

The whole solution should be from a single Bidder to avoid delivery issues.

Annexure "C"

FINANCIAL BID

#	Item Name	Detailed Specification	Qty	Unit Price	Tax	Amount
1	Touch Screen Laptop [Certification is required like BIS , Energy Star 8.0, RoHS Compliance, Energy star, UL, CE, FCC, TCO certified, MIL STD 810 H]	<ul style="list-style-type: none"> • Processor: Ryzen AI 5 340 (6 Core) with 50 NPU TOPs • RAM: 16 GB LPDDR5X 7500 MHz (on-board) • Storage: 1 TB SSD • Graphics: AMD Radeon 840M • Display: 16.0" Touch, 2K (1920×1200), Anti-glare IPS, 300 nits • Operating System: Next Gen Windows • Software: MS Office Home 2024 + 1 Year Microsoft 365 Basic + PC Game Pass • AI & Smart Features: <ul style="list-style-type: none"> • 50 TOPS NPU AI Engine • IR Camera, HP AI Companion • Audio by Poly Studio, Poly Camera • Smart Sense, Audio Control, Presence Sensing, Wellbeing • Windows Studio Effects • Camera: IR Camera (for Windows Hello / Presence sensing) • Color: Glacier Silver • Audio: Poly Studio Tuned Audio • Warranty: Premium Care with International Warranty 	4			

2	<p>All In One Desktop [Certification is required like BIS , Energy Star 8.0, RoHS, EPEAT Gold]</p>	<ul style="list-style-type: none"> • Processor <ul style="list-style-type: none"> • Intel Core i5, 6 Cores or higher • Minimum 2.5 GHz Base Frequency or higher • Minimum 18 MB Cache or higher • 14th Generation or higher • Processor to be OEM certified • Chipset <ul style="list-style-type: none"> • Intel Q670 chipset or higher • Operating System <ul style="list-style-type: none"> • Pre-installed genuine Microsoft Windows 11 Professional (64-bit) or higher • Recovery partition applicable for Windows • Memory (RAM) <ul style="list-style-type: none"> • Minimum 8 GB DDR5 up to 4800 MHz • Expandable up to 64 GB • Minimum 2 DIMM slots • Storage <ul style="list-style-type: none"> • 512 GB M.2 2280 PCIe NVMe SSD • Audio <ul style="list-style-type: none"> • Integrated audio controller with internal speakers • Ports <ul style="list-style-type: none"> • Minimum 6 USB ports, including: <ul style="list-style-type: none"> ○ At least 4 × USB 3.2 Gen 1 or higher ○ At least 1 × USB Type-C port • HDMI port • DisplayPort • Audio jack for headphone & microphone • Camera <ul style="list-style-type: none"> • Integrated 5 MP webcam • Automatic background light correction • AI-based noise cancellation • Display <ul style="list-style-type: none"> • Minimum 23.8 inch or higher • Resolution 1920 × 1080 or higher • Antivirus <ul style="list-style-type: none"> • Latest antivirus and internet security • Minimum 3 years subscription • Compliance <ul style="list-style-type: none"> • RoHS compliant • Keyboard & Mouse <ul style="list-style-type: none"> • USB keyboard and USB two-button optical mouse with mouse pad • Same make as the AIO / system • Network Interface <ul style="list-style-type: none"> • Integrated 10/100/1000 Mbps Ethernet 	1			
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		<ul style="list-style-type: none"> • Integrated 802.11ac / Wi-Fi 6 • Bluetooth 5.0 or higher • Accessories <ul style="list-style-type: none"> • All necessary cables • Security <ul style="list-style-type: none"> • Trusted Platform Module (TPM) 2.0 (hardware or firmware based) • Warranty <ul style="list-style-type: none"> • 1 years comprehensive on-site OEM warranty 				
Total Amount						
Total Tax						
Grand Total						

SUPPLY OF TOUCH SCREEN LAPTOPS AND ALL IN ONE DESKTOP AT NLUJ CAMPUS BY ELIGIBLE BIDDER HAVING TECHNICAL SPECIFICATIONS AS ANNEXURE 'B' AT PAGE NO 11-13