



INDRAPRASTHA INSTITUTE of
INFORMATION TECHNOLOGY
DELHI

**SINGLE TENDER ENQUIRY FOR SUPPLY OF
MacBook Air and MacBook Pro FOR CAMPUS OF
THE INSTITUTE AT OKHLA PHASE-III, NEW
DELHI-110020**

**(Only Original Equipment Manufacturer (OEM) or OEM
authorized supplier is eligible to quote in this tender)**

(IIITD/IT/MacBook/026/2025-26)

INVITATION FOR BIDS

Indraprastha Institute of Information Technology -Delhi (IIITD), a State University created by an Act of Govt. of NCT of Delhi, invites sealed bids for **Supply of MacBook Air and MacBook Pro** (as per specifications mentioned under Scope of Work below) for its campus at Okhla Phase-III New Delhi-110020.

1. An amount of Rs. 35,000/- (Rupees Thirty-Five Thousand only) towards earnest money (EMD) must be deposited in the form of demand draft in favour of “IIIT-Delhi Collections” account, payable at New Delhi. No interest will be paid on the earnest money deposited by the bidder. Tender Document without earnest money will be summarily rejected. The Micro and Small scale industrial units registered under small scale industries of Delhi state / Appropriate State Govt and holding subsequent registration with CSPO/NSCI/DGS&D registration certificates for the item under tender will be eligible for exception from payment of EMD on submission of duly self attested copies of their SSI (SSI/MSME Part – II/udhyogadhar memorandum) in EMD cover.
2. The tender document can be downloaded from the Institute’s web-site. Please deposit non refundable Tender Document Fee of Rs.1,180/- (Rupees One Thousand One Hundred Eighty only) in the form of Demand draft drawn in favour of IIIT-Delhi Collections”, payable at New Delhi or may deposit Rs.1,180/-with the F&A division of the Institute and enclose the receipt with the filled up tender document.
3. The last date for submission of bid is 26th November 2025 up to 3:00 PM. The Technical bids shall be opened on the same day i.e. 26th November 2025 at 3.30 P.M. The Tender Document should be addressed to:

**Registrar,
Indraprastha Institute of Information Technology-Delhi
Okhla Phase-III
(Behind Govind Puri Metro Station)
New Delhi-110020.**

The document may be deposited in the Tender Box kept in the Store & Purchase department at the Room no. A 107, First Floor, Old Academic Block of the Institute. Bids received after 3:00 PM will not be accepted or considered under any circumstances.

Bidding Procedure:

1. Bids are invited in Two Bids System i.e. (1) Technical and (2) Financial from OEM or OEM authorized supplier only.
2. Technical and Financial bids should be sealed separately and enclosed in a sealed envelope clearly indicating separately Technical Bid for “**Supply of MacBook Air and MacBook Pro**” and Financial Bid for " **Supply of MacBook Air and MacBook Pro** " addressed to Registrar IIIT-Delhi, Okhla Industrial Area Phase-III, New Delhi-110020.
3. Sealed quotations shall be received not later than 3.00 P.M. on 26th November 2025. No bids will be accepted after this date & time under any circumstances. The Institute will not be responsible for any postal/courier delay and also for reasons beyond control of the Institute.
4. Technical bids must contain the EMD for specified amount, along with complete technical details as desired by this tender. The MSME registered vendor are exempted from EMD. Technical bids of all the tenderers will be opened on pre scheduled date, time & venue. Technical bids without EMD will be summarily rejected. The financial bid will be opened after evaluation of the technical bid. Financial bid of only those meeting the requirement of the Institute will be opened and no representation in this regard will be entertained. The date, time of opening of financial bid will be communicated later.

Scope of Work

Technical Specifications of MacBook (Supply)

S. N	<u>Specification of GPU</u>	Qty.	Compliance (YES/NO)
1.	Apple 13" MacBook Air - SPACE Black Apple M4 chip with 10-core CPU, 10-core GPU, 16-core Neural Engine 32GB unified memory 512GB SSD storage 34.46 cm (13.6") Liquid Retina display with True Tone ² 12MP Center Stage camera MagSafe 3 charging port Two Thunderbolt 4 ports 35W Dual USB-C Port Power Adapter Backlit Magic Keyboard with Touch ID - US English	7	
2.	Apple 16" MacBook Pro - Space Black 41.05 cm (16.2") Liquid Retina XDR display ² Standard display Apple M4 Pro chip with 14-core CPU, 20-core GPU, and 16-core Neural Engine 48GB unified memory 512GB SSD storage 140W USB-C Power Adapter Three Thunderbolt 5 ports, HDMI port, SDXC card slot, headphone jack, MagSafe 3 port Backlit Magic Keyboard with Touch ID - US English	1	

Minimum Eligibility Requirement:

- 1 Relevant document in a proof of being by authorized supplier of MacBook(OEM).
- 2 Bidder should have service and support office in Delhi NCR. **A self-certified document in support of this must be enclosed.**
- 2 The warranty provided by the bidder should have a back to back arrangement of the supply parts. **A self-certified document in support of this must be enclosed.**
- 3 The bidder should be ISO 9001 certified. **A copy of ISO Certificate should be enclosed.**
- 4 The bidder should be able to provide 24x7 NOC & Tele support of their own if required by IIITD at agreed terms. **A self-certified document in support of this must be enclosed.**
- 5 The bidder shall provide the Registration number of the firm along with the valid GST number with PAN Number allotted by the competent authorities. **A self-certified document in support of this must be enclosed.**
- 6 The bidder must not be blacklisted by Central Government, State Government or Government of Corporations in India. **A certificate or undertaking to this effect must be submitted.**
- 7 Bidder should provide on a regular basis with technology/product updates and extends support for the warranty as well. **A self-certified document in support of this must be enclosed.**
- 8 The bidder must be responsible for supply, deploy and support the infrastructure.
- 9 If bidder do not meet its SLA, IIITD put the fine of 2000/- Rs per day for first seven days and @ Rs.5, 000/- per day from 8th day onwards will be levied.
- 10 Bidders can seek clarifications, raise technical queries etc. related to Tender by 11th November 2025 via email to queries to e-mail tenders@iiitd.ac.in .The replay to clarifications sought or queries raised will be replied within 05 working days by 17th November 2025 and uploaded on the website of the institute under www.iiitd.ac.in Based on this the bidders may submit bids as prescribed by the due date the time. No clarifications in any other form will be provided.

Following information must accompany the financial bid:

1	Name, address and telephone number of the firm/company	
2	Name of the contact person and contact details (mobile/telephone number etc.)	
3	Name of the Bank and full address	
4	Bank Account Number	
5	PAN & GSTIN (Attach self-certified copy)	
6	Valid self-certified copy of authorization from Bidder	
7	Copy of Partnership Deed/ Certificate of registration of company or any other document evidencing registration of the bidder	
8	Number of Years of Experience	
9	Details of DD towards: Tender Fee: EMD:	
10	Provide the previous PO's of the same items work executed during last three years (attested copies of the Orders to be enclosed)	
11	List of service centers, nearest location of support centre.	
12	Turnover of the bidder in the financial years: 2022-2023 2023-24 2024-25 Please attach CA certified copy of the turnover.	
13	ISO 9000 Certification (please attach certified copy)	

I /We hereby certify that the information furnished above is full and correct to the best of my/our knowledge.

(Signature of the authorized Signatory)
Name:
Office Seal.

Date:
Place:

TERMS AND CONDITIONS

1. The financial bid should be valid for a period of not less than 60 days from the date of opening of bid.
2. Upon placing of the Purchase Order (PO), the successful bidder is required to submit a Performance Bank Guarantee (PBG) equivalent to 5% of the PO value within 07 days from the date of issuance of the PO, failing which the EMD amount will be forfeited and the bidder shall be notified as blacklisted. The PBG shall remain valid for a period of 60 days beyond the stipulated date for cessation of the contract, which is co-terminus with the warranty period. No interest shall be payable on the PBG. The PBG should be submitted as per tender terms within the stipulated time frame and must be drawn in favour of "IIIT-Delhi Collections", payable at New Delhi.
3. PBG will be realized by IIIT-D in case of termination of the contract for unsatisfactory performance and/or non-performance of the contract.
4. The Product to be supplied within a period of 10-12 weeks from the date of the Purchase Order by the Institute. If vendor fails to supply the item as quoted in the Technical & Financial bid, the EMD amount will be forfeited and the bidder shall be notified as blacklisted, or as deem appropriate by the institute.
5. The bidder should have their own test and repair facility with certified engineers.
6. Bids will be opened in the presence of bidder's representatives, who choose to attend on the specified date and time. Only one representative shall be allowed to attend.
7. Sealed bid can be sent either by post or by messenger. The responsibility of delivery of bid lies entirely with the bidder.
8. 100% payment will be released only on satisfactory installation / services as per scope of work as certified by officer in charge of the Institute and after producing the GST invoice. Bidder does not agree to above payment terms are requested not to submit their bid.
9. Payment will be paid only if required SLA as mentioned in scope of work is met.
11. In the event of dispute, Director, IIIT-Delhi shall be the sole arbitrator and his decision shall be final and binding on both the parties.
12. IIIT-Delhi does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.
13. In case the bidder is not able to execute the Work as per terms, EMD/PBG shall be forfeited.
14. The bidder must be an ISO-9000 certified organization.
15. Bidder must have sales and support service centers in Delhi.
17. Bidder should provide details of its support, certification to this effect from itself. If bidder fails to meet the SLAs, a fine of 2000/- Rs per day for first seven days and @ Rs. 5,000/- per day from 8th day onwards will be levied.

PROFORMA FOR FINANCIAL BID

S. No.	Details	Qty.	*All Inclusive Cost (Please quote in INR only)*
1	Supply of MacBook Air (As per scope of Work)	07	
2	Supply of MacBook Pro (As per scope of Work)	01	
	Discount, if any		
	Total Amount Rs.		
	Total Final Cost (in figures) The Bidder may obtain price in Forex(USD) however the quote in financial Bid should be INR only. <i>*If any documents are required for availing custom duty exemption, the IIITD will provide the same. Please quote price accordingly.</i>		

Please note the price should be quoted for each of the item and should be inclusive of all taxes/charges and installation at IIIT-Delhi.

The discount, if any should be mentioned herein and nowhere else.

Total Cost (all inclusive) of quantity mentioned above (in words) at IIIT-Delhi campus:

We accept that the rate quoted above shall remain valid for a period of 60 days from the last date of the tender document i.e. 60 days from 26th November 2025. It is certified that the rates quoted above are not more than the rates charged from any Central / State Govt. Deptt. / Institution / GeM.

(Signature and seal of the Bidder)

Annexure Y

ON NON JUDICIAL STAMP PAPER OF RS 100/-

AN AGREEMENT made on day of Two Thousand Twenty-
Three

BETWEEN

(Hereinafter called the contractor, which expression shall include its proprietor, partners, heirs, executors, administrators, legal representatives, successors and assignees) WITH REGISTERED ADDRESS.....of the one part

AND

The REGISTRAR Indraprastha Institute of Information Technology Delhi, Okhla Industrial Area Phase III, New Delhi - 110020 (hereinafter called the IIIT-DELHI, which expression shall include its successors and assignees) of the other part.

Whereas the IIIT-DELHI had invited Bids <Please write tender name> ; vide its Bid Document No. _____, which shall be deemed to be a part of this agreement; FOR THE SCOPE OF WORK/SUPPLY

Whereas the contractor submitted its TENDER Bid dated _____, a copy of the price bid, submitted by the contractor, is annexed hereto as Annexure;

Whereas the IIIT-DELHI has accepted the Bid submitted by the contractor, on the terms and conditions mentioned in the IIIT-DELHI's said Bid Document and conveyed its acceptance to the contractor; vide its letter No. _____ dated _____, AND ANY OTHER CORRESPONDENCEwhich shall be deemed to be a part of this agreement;

Whereas the contractor is agreeable to the terms and conditions mentioned in the IIIT-DELHI's said Bid document;

Whereas the contractor undertakes to comply with all relevant laws like Contract Labour (Regulation and Abolition) Act, 1970; Employees' State Insurance and Miscellaneous Provisions Act, 1952; Employees' State Insurance Act, 1948; Minimum Wages Act, 1948; Payment of Bonus Act, 1972; Payment of Wages Act, 1936; Income Tax Act; GST Act etc. and to indemnify the IIIT-

DELHI from the contractor's acts of omission or commission, as regards the compliance with the relevant laws;

Whereas the contractor declares that he/she/it shall own all responsibility for any act of omission or commission, as regards the compliance with the relevant laws;

AND WHEREAS the IIIT-DELHI is agreeable to make necessary payment to the Contractor, at the rates mentioned in the Annexure annexed hereto and as per the terms and conditions mentioned in the IIIT-DELHI's said Bid Document;

In WITNESS whereof Shri (name), (designation), the authorized representative of the contractor, for and on behalf of the contractor, has hereunto set his hand and for and on behalf of the IIIT-DELHI has hereunto set his hand.

(Signature of the authorized representative of the Contractor)

Name and designation of the contractor's representative

In the presence of

1

2

(Signature of witnesses with full name and full address)

Registrar

for and on behalf of the IIIT-DELHI

In the presence of

1

2

(Signature of witnesses with full name and full address)