



केन्द्रीय विद्यालय KENDRIYA VIDYALAYA
भारतीय राजदूतावास EMBASSY OF INDIA
लाजिम्पाट, काठमांडू, नेपाल LAZIMPAT, KATHMANDU, NEPAL
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(An Autonomous Body Under the Ministry of Education, Govt. of India)
CBSE Affiliation No.6200001, CBSE School Code: 90225, KV Code: 1897



F.11089/1894/2022-23/

Date: _____.2025

To

Sub: Invitation of Quotation for the supply and installation of Desktop Computers (25 Nos.)/Printer - Reg.

Sir,

1. Sealed Quotations for the supply and installation of Desktop Computers as per specifications given in Annexure-2, hereunder are invited from manufacturers/ registered firms/ authorised dealers having valid VAT/PAN Registration number by the undersigned on behalf of the KV Embassy of India, Kathmandu (hereafter called KV) up to 3.00 PM by **10.09.2025**. Quotations should be sent in sealed cover super scribing **"Quotation for the supply of Desktop Computers"** and addressed to the Principal, Kendriya Vidyalaya, Embassy of India, Post Box No.1201, Lazimpat, Kathmandu(Nepal). The quotation will be opened in the office of the undersigned at 4.00 PM p.m. on **10.09.2025**.

2. Bidder should have at least three years of experience in the sales of Computers and peripherals.

3. The quotations shall be submitted according to the terms and conditions specified in paragraphs 3 to 19 hereunder. Unless specified otherwise in the quotation, it shall be construed that the terms & conditions stipulated hereunder have been agreed to.

4. The rates should be F.O.R and should include VAT, Excise Duty, Sales Tax, Freight Charges, any other taxes, rates or imposition whatever liable in respect of the supplies. The KV shall not be liable to pay any tax,

freight etc. which has not been expressly stipulated in the quotation in the event of acceptance of the quotation.

5. There should not be any over writings or corrections in the quotation. If a figure is to be amended, it should be neatly scored out, the revised figure written above and the same attested with full signature and date. In the absence of the attested signature the quotation is liable to be rejected.
6. The undersigned does not bind himself to accept the lowest quotation and reserves the right to accept/reject the quotation in whole or in part, i.e. with respect to any or all the articles mentioned in the attached statement or in respect of any one or more than one article specified in the attached statement as he may decide.
7. On acceptance of the quotation it will become a contract and the contractor shall be bound by the terms and conditions of the quotation.
8. If the contractor fails to supply the articles within the time stipulated in the letter of acceptance by the undersigned, the undersigned shall be at liberty to purchase the articles from the market or get the rest of the contract completed by any other person or firm and the difference of price, if any, shall be deducted from the earnest money/security deposit and in case any amount in excess of the security deposit is paid by the undersigned the contractor shall be liable to pay this amount.
9. The quantity of articles indicated in the attached statement may be increased or decreased at the discretion of the undersigned without assigning any reason.
10. Prior to acceptance of the quotation, the undersigned reserves the right to call for samples or demonstration and the contractor shall be liable to supply the samples or give the demonstration free of cost.
11. In the event of acceptance of quotation and placing of the order for purchase, the articles ordered for would be subjected to an inspection by the undersigned or his representative and are liable to be rejected if the articles supplied are not according to approved samples or do not conform to the specifications prescribed.
12. The rates quoted by the bidders shall hold good up to 31st March 2026. No amendment in the rate except increase in the rate of VAT during the period of execution of the contract will be accepted.
13. The bidder shall deposit Rs.50000/- (Nepal Rupees Fifty Thousand only) for Six Months in the form of DD drawn in favour of **VIDYALYA VIKAS NIDHI KV KTM** payable at Embassy of India, Kathmandu as earnest money along with the bid. The earnest money shall be returned to the unsuccessful bidders after the award of the contract/supply order.
14. The amount of Security Deposit (5%) of bill amount shall be retained by the Vidyalaya for a period of six months from the date of completion of

supplies as a safeguard against any defect appearing in the articles supplied within this period.

15. Two years on site comprehensive warranty covering free services and free materials to be provided.

16. Payment will be made only after ensuring the completion of installation of the articles and the same is certified by the Vidyalaya level monitoring committee.

17. TENDER SHOULD BE SUBMITTED ON THEIR LETTER HEAD, AS PER THE FORMAT ATTACHED, DULY SIGNED AND STAMPED and COPY OF THE REGISTRATION CERTIFICATE/PAN No.

AMENDMENT OF BID DOCUMENT:

1. At any time, prior to the date of submission of Bids, the Vidyalaya may, for any reason, whether at its own initiative, or in response to clarifications requested by a prospective Bidder during the Pre-bid meeting, modify bid documents by amendments/ corrigendum.
2. The amendments/corrigendum will only be published on the K.V. website <http://kvkathmandu.kvs.ac.in> and these amendments shall be binding on all the bidders. Hence bidders are instructed to check the Vidyalaya web site regularly.
3. In order to give the Bidders a reasonable time to take the amendment into account in preparing their bids, the Vidyalaya may, at its discretion extend the deadline for the submission of bids suitably, notice regarding which will be posted on Vidyalaya website <http://kvkathmandu.kvs.ac.in>

18. Quotation which does not comply with the above conditions is liable to be rejected.

19. A copy of this invitation duly signed by the bidders should be returned with the tender.

(A. Jerald)
Principal

Station: Embassy of India, Kathmandu

Date:

Signature and Seal of the bidder

ANNEXURE-1

Special Conditions of Contract

1. Two years on site comprehensive warranty covering free services and free spare parts to be provided.
2. Computers/Machines will be delivered free at the school. No extra charges will be paid including transport of the machines and insurance, It will be the contractor's responsibility for the safe arrival of goods in full and good condition
3. Installation of the Computers/machines and demonstrations to be carried out free of cost at the school during school hours (9.00 am to 3:30 pm)
4. The supplier shall guarantee availability of service and spare parts for the machines at least for a period of 7 years from the date of supply.
5. The Computers/machines are supplied to the school which is governed by Kendriya Vidyalaya Sangathan under Ministry of HRD, Government of India and these machines are to be used for educational purposes and not for business purposes. Our school is a non-profitable organization. Hence, the machines may be exempted from levy of town duty, octroi duty, terminal tax and other levies of local bodies.
6. Payment will be made only after ensuring the installation of all the specifications mentioned above.

Signature and Seal of the bidder



ANNEXURE -2

S.N.	Category	SPECIFICATIONS		Rate Per Unit	Rate with Tax
1	Desktop Computers	Processor	64 Bit Operating System Intel Quad Core (8 Thread) intel i5 12 th Gen or higher DDR4 8GB RAM 512 GB (SSD) expandable Intel HD Graphics Support HDMI 2.0 Video support Dual Antenna 802 11ac/b/g.n 3T3RMIMO Wi Fi high speed wireless data transmission 2 GB NVIDIA GRAPHICS.		
		Monitor	LED display 19 or higher		
		OS	Window - 11		
		Warranty	2 year		

Hence the Tender value / price must include all the expenses including delivery at destination i.e. KV, EOI, Lazimpat, Kathmandu.

We agree to provide the above **Computer** and to abide by the terms & conditions contained in the Bid document. Further, this is to certify that the specifications mentioned by the agency is equivalent or higher specifications to the specifications called for by the Vidyalaya.

Bidder

Signature & Seal _____

Name: _____

Date & Time: _____



ANNEXURE -3

S.N.	Category	SPECIFICATIONS		Rate Per Unit	Rate with Tax
1	Desktop Computers	Processor	Core i5 6th Gen Mini PC Intel Core i5 6th Gen RAM 8GB SSD: NVME 256Gb minimum Expandable SSD Drive Slot minimum 1 Slot RAM Expandable minimum 1 Slot USB 3 Port *6 HDMI Port *1 Ethernet Port *1*10/100/1000 Key Board Mouse Wired		
		Monitor	LED display 19 or higher		
		OS	Window - 11		
		Warranty	2 year		

Hence the Tender value / price must include all the expenses including delivery at destination i.e. KV, EOI, Lazimpat, Kathmandu.

We agree to provide the above **Computer** and to abide by the terms & conditions contained in the Bid document. Further, this is to certify that the specifications mentioned by the agency is equivalent or higher specifications to the specifications called for by the Vidyalaya.

Bidder

Signature & Seal _____

Name: _____

Date & Time: _____