

INVITATION TO TENDER

AND

INSTRUCTIONS TO TENDERERS

**FOR SUPPLY, INSTALLATION AND COMMISSIONING OF LAPTOPS
AND PRINTERS.**

Tender Ref. No: NABFINS/003/2026-27

NABFINS LIMITED, Bengaluru

Table of Contents

Sl. No.	Particulars	Page No.
1.	Invitation to Tender and Instructions to Tenderers	3-5
2.	Disclaimer	6
3.	Tender Notification	7
4.	Instructions with regard to Submission of Tender	8-12
5.	Technical Specifications (Annexure I)	13-14
6.	Technical Bid Format for Laptops Core 3 (Annexure II)	15-16
7.	Technical Bid Format for Printers MFP (Annexure III)	17
8.	Acceptance Certificate (Annexure IV)	18
9.	Organizational Profile of Vendor/Bidder (Annexure V)	19-20
10.	Bidder Financial Profile & Eligibility Criteria (Annexure VI)	21
11.	Specimen of Letter of Undertaking (Annexure VII)	22
12.	Integrity Pact (Annexure VIII)	23-27
13.	Declaration on Land Border (Annexure IX)	28
14.	Checklist (Annexure X)	29
15.	Financial Bid Format for Laptops and Printers (Annexure XI)	30

NABFINS LIMITED

SUPPLY, INSTALLATION AND COMMISSIONING OF LAPTOPS AND PRINTERS)

NABFINS Limited invites Tenders from eligible vendors for the supply, installation and commissioning of Laptops and Printers as per the technical specifications given in the schedules (Annexure I) attached to the Tender form annexed hereto. The details of the Tender are given below:

1	Bid Document Availability	Bid document can be downloaded from Company's website www.nabfins.org from 11.00 AM on 25 th June, 2026 till 05.00 PM on 23 rd July, 2026
2	Pre bid meeting	08 th July, 2026 at 11:00 AM
3	Last date for submission of Tender	23 rd July, 2026 till 5:00 PM
4	Date and Time of opening of Tender	Opening of Technical Bid – 24 th July, 2026 at 12:00 PM. Opening of Financial Bid – will be communicated to Bidders who qualify the Technical Bid.
5	Address for Communication and submission of Tender	Chief Technology Officer NABFINS Limited, 3072, 14 th cross, Banashankari , K R Road, Bengaluru – 560 070
6	Name and telephone number of the contact person	Ms. Ipsa Akankshya, CTO - Mobile: 9938752509 Mr. Nikesh Venugopal, Infra Admin - Mobile: 8861233112
7	Earnest Money Deposit	₹3,00,000/- (Rupees Three Lakhs only) by the way of remittance to NABFINS Limited account (details mentioned below). The UTR of the transaction and screenshot should be indicated in the technical bid document. *All MSEs having registration as per provisions of the Public Procurement Policy for Micro and Small Enterprises i.e. District Industries Centre (DIC) or Khadi and Village Industries Commission (KVIC) or Khadi and Industries Board (KVIB) or Coir Board or National Small Industries Commission (NSIC) or directorate of Handicrafts and Handlooms or Udyog Aadhaar Memorandum or any other body specified by Ministry of MSME and Start-ups (recognised by DIPP) are exempted from submission of EMD only. Relevant certificates should be submitted by the bidder in this regard to avail exemption. Bank Account Details:

		<p>Account No.: 32635856611</p> <p>IFSC Code: SBIN0003286</p> <p>Branch: SBI Jayanagar 2nd Block branch</p> <p>The EMD of unsuccessful bidders will be returned without any interest whatsoever within 30 days of award of the contract.</p> <p>The EMD of the successful bidder shall be retained as performance security. The same shall be returned without any interest whatsoever within 30 days from the date of executing the contract for annual maintenance contract.</p> <p>*Tenders without EMD shall be rejected.</p>
8	Specification of the IT assets & Quantity (equipment)	Annexure I
9	Documents to be submitted	<p>Tender documents shall be submitted in two cover bid mode.</p> <p>Envelope ‘A’ Technical Bid: (Need to write “Technical Bid” on the envelope)</p> <ol style="list-style-type: none"> a) Technical bid as per Annexure II & III b) Brochures of the quoted products c) Declaration letter from OEM for genuine Operating System for the quoted products. d) Manufacturer Authorization Form (MAF) e) Acceptance Certificate as per Annexure IV f) Organizational Profile of the Vendor/Bidder as per Annexure V g) Bidders Financial Profile & Eligibility Criteria as per Annexure VI with Chartered Accountant (CA) certificate. h) Undertaking by the Authorized Signatory of the Vendor/Bidder as per Annexure VII i) Integrity pact as per Annexure VIII j) Self-Declaration Certificate for Land Border as per Annexure IX k) Checklist as per Annexure X <p>Envelope ‘B’ Financial Bid: (Need to write “Financial Bid” on the envelope)</p> <ol style="list-style-type: none"> l) Financial bid as per Annexure XI <p>“Technical bid” and “Financial bid”, both the Envelopes are to be sealed and must be placed in a Master Envelope. The Master Envelope also has to be sealed. Bidder should write</p>

		<p>“Tender for Laptops and Printers - NABFINS/003/2026-27” on the Master Envelope</p> <p>Note: If any of the envelopes are found to be unsealed, the bid will be summarily rejected.</p>
10	Validity of Price Quotation	<p>The price quoted shall be valid for a period of 180 days from the last date of opening of financial bid. NABFINS LIMITED may place purchase order with the successful bidder for the supply of assets as per the specification mentioned in this Tender with quoted cost during the period of validity. Further, NABFINS LIMITED may issue purchase order for the supply of additional IT assets over and above the quantity mentioned in Annexure – I during this period.</p>

DISCLAIMER

The information contained in this Tender document or information provided subsequently to Bidder(s) or applicants, whether verbally or in documentary form/email by or on behalf of NABFINS Limited (Company), is subject to the terms and conditions set out in this Tender document and all other terms and conditions subject to which such information is provided.

This Tender document is neither an agreement nor an offer and is only an invitation by the Company to the interested parties for submission of bids. The purpose of this Tender is to provide the Bidder(s) with information to assist the formulation of their proposals. This Tender does not claim to contain all the information each Bidder may require. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this Tender and where necessary obtain independent advices / clarifications.

The Company may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this Tender. No contractual obligation whatsoever shall arise from the Tender process until a formal contract is signed and executed by duly authorized officers of the Company with the selected Bidder.

The Company, its employees and advisors make no representation or warranty and shall have no liability to any person, including any applicant or Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this Tender or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the Tender and any assessment, assumption, statement or information contained therein or deemed to form part of this Tender or arising in any way for participation in this Bid stage.

The Company also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused arising from reliance of any Bidder upon the statements contained in this Tender.

The issue of this Tender does not imply that the Company is bound to select a Bidder and the Company reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery, fees, expenses associated with any demonstrations or presentations which may be required by the Company or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the Company shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation for submission of the Bid, regardless of the conduct or outcome of the Bidding process.

Tender Notification



NABFINS Limited, Bengaluru

Ref .No.: NABFINS/003/2026-27

Date: 25-06-2026

TENDER NOTICE

Sealed Tenders are invited from the vendors/suppliers for the supply of Laptops & Printers.

Information relating to the Tender can be viewed and the Tender documents can be downloaded from our website www.nabfins.org.

The sealed Tenders should reach the undersigned on or before 23rd July, 2026 till 5:00 PM

Sd/-

Chief Technology Officer

INSTRUCTIONS WITH REGARD TO SUBMISSION OF TENDER

1. BIDDER ELIGIBILITY:

Offers are invited only from those Vendors/Bidders who fulfil the following eligibility criteria:

- a) The product(s) offered should comply with the specifications indicated in detailed specifications of the hardware/software. The bidder should submit all supporting documents along with the Technical Bid.
- b) The bidder should be a direct channel partner of the OEM and should be the one-point contact for the entire project. MAF from respective OEM needs to be provided as part of the bid documents.
- c) The bidder should have supplied at least 500 nos. of desktops and/or laptops during the current financial year or in the last financial year. (Bidder needs to submit the evidence in support)
- d) The vendor/bidder should not have been blacklisted by any Central/State Government Organization or PSU for any corrupt and fraudulent practice. An Undertaking by the Authorized Signatory on the letter head of the Vendor/Bidder should be submitted as a part of Technical Bid (Annexure X).
- e) The vendor/bidder should be a profit making entity for each of the past 03 (three) years and its average Annual Turnover during the last 03 years should not be less than Rs.10.00 crore. This should be individual Company's turn over and net profit and not that of group of companies. Certificate issued by company's Chartered Accountant stating the profit and turnover for past 03 years should be provided as part of Technical bid. (not copy of balance sheet)
- f) The vendor/bidder should mandatorily furnish pre-contract integrity pact, as per Annexure XI. The vendor/bidder has to submit the same duly signed on a non-judicial stamp paper of Rs.200/- at the time of submission of the Tender document.
- g) All bidders, regardless of whether they share land border with India, are required to mandatorily submit Self Declaration Certificate in respect of self as well as OEMs whose product they are offering as per the format given in Annexure XII. Any bidder/OEM from a country which shares a land border with India will be eligible to bid in this Tender only if the bidder/OEM is registered with the Competent Authority (i.e. Registration Committee constituted by Department for Promotion of Industry and Internal Trade (DPIIT)).
- h) The laptop and printer OEM should have at least 15 years' experience in manufacturing equipment.

- i) Availability of Physical Service centers of OEM in the country should be not be less than 200 locations. The location and details are to be furnished at the time of bid submission.

2. Earnest Money Deposit (EMD):

The vendor/bidder shall furnish an EMD for an amount of Rs. 3,00,000/- (Rupees Three Lakh only) by the way of Bank Transfer to NABFINS LIMITED, Bengaluru to the following bank account:

Account No: 32635856611

IFSC Code: SBIN0003286

Branch: SBI Jayanagar 2nd Block branch

The EMD should form part of the Technical Bid Document submitted by the Vendor/Bidder. Failure to comply with this condition viz., Bid Security of Rs.3,00,000/- (Rupees Three Lakh only) shall result in summary rejection of the Quotation/Bid.

The EMD shall be forfeited if

- 1) The Vendor/Bidder withdraws his offer during the period of validity of the bid.
- 2) The Vendor/Bidder does not fulfil the contract obligations.

Agreement:

The issue of Purchase Order by NABFINS LIMITED shall be construed as a binding contract.

Confidentiality:

The details of the proposed purchase shall be treated as confidential information between NABFINS LIMITED and Vendor/Bidder. Any such information shall not be passed on in part or in full to any third party without NABFINS LIMITED's prior written approval.

The Bidder/Vendor shall ensure that complete confidentiality is maintained by them and all their personnel, with regard to all information relating to NABFINS LIMITED. Unless required under law, Bidder/Vendor assures NABFINS LIMITED that neither Bidder/Vendor nor any of their personnel shall at any time divulge, disclose or make known to any third parties any business process or date, trust, accounts, matters or transactions whatsoever pertaining to NABFINS LIMITED.

Order cancellation:

NABFINS LIMITED reserves its right to cancel the entire/unexecuted part of the Purchase Order at any time by assigning appropriate reasons in the event of one or more of the following conditions: -

- a) Delay in delivery of the ordered equipment, etc., beyond four weeks from the date of acceptance/receipt of the work order/Purchase Order (except with written permission from NABFINS LIMITED).
- b) Any other appropriate reason incidental to clause (a) above.

Right to Accept or Reject the Bid

NABFINS LIMITED shall reserve the right to accept/ reject and cancel the bid, amend the quantity under any lot or withdraw any lot at any stage before or after acceptance of bid/ issue of acceptance letter/ sale order/ delivery order/ deposit of the full sale value by the bidder, without assigning any reason therefor and the value of such material, if paid for, shall be refundable. NABFINS LIMITED shall not be responsible for damage/ loss to bidders on account of such withdrawal at any stage from the sale.

Force Majeure

No Party shall be liable for any default or delay in the performance of its obligations under this Agreement, if and to the extent the default or delay is caused, directly or indirectly, by Force Majeure and provided that the non-performing Party could not have been prevented such default or delay.

The affected Party shall provide notice of non-performance due to Force Majeure to the other Party within 21 days after the start of such non-performance (or, if providing notice within such time frame is not commercially practicable due to Force Majeure, then as soon as possible thereafter) and such non-performance will be excused for the period such Force Majeure Event causes such non-performance; provided that if NABFINS determines it is commercially or technically infeasible to cure the Force Majeure and so notifies the bidder, then NABFINS may terminate this Agreement effective immediately upon delivery of notice of termination to the bidder.

3. BID PRICE:

- a) The prices should be quoted in Indian Rupees only.
- b) All duties, taxes and other levies payable by the vendor shall be included in the total price. The cost of insurance, packing, forwarding, if any, shall be borne by the bidder
- c) NABFINS may issue single purchase order for full quantity or multiple purchase orders as and when required.
- d) Corrections, if any, shall be made by crossing out, initialling, and re-writing.
- e) The rates quoted by the bidder shall be valid for 180 days from the last date of opening financial bid and the Purchase Order issued during the period will be supplied at the same rate.
- f) Each bidder shall submit only one quotation. If more than one bid is submitted, all the bids submitted by the bidder shall be rejected.
- g) Price bids shall be signed by the person authorized by the Vendor/Bidder.

4. AWARD OF CONTRACT:

The purchaser will award the contract to the bidder:

- a) Whose quotation has been determined to be complying to all the terms and conditions laid down for submission of the Tender,
- b) The products meet the specifications mentioned in Annexure I and

- c) The price quoted (Column “G” of Financial Bid) is the lowest among the bidders.

It may be noted that the evaluation of bids and award of contract is item wise i.e. contract for laptops and printer can be given to different vendors based on lowest quotation price, provided the specifications of the products are as per Annexure I.

1. Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
2. The Company reserves the right to place the orders for individual items with different bidders, wherever applicable.

5. Right to Acceptance:

The Company does not bind itself to accept the lowest on any Tender and reserves the right of accepting the whole or any part of the Tender or portion of the quantity offered, wherever applicable, and the bidder shall supply the same at the rate quoted.

The bidder, whose bid is accepted, will be notified for the award of contract by the purchaser prior to expiry of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

6. DELIVERY:

All the goods ordered shall be delivered with proper packing within 04 (four) weeks from the date of issue of Purchase Order.

All the goods shall be delivered and commissioned at the stock room of NABFINS LIMITED, Registered Head Office at Bangalore.

7. TERMS OF PAYMENT:

Payment shall be made by the Company

1. After delivery of entire items and quantity as mentioned in purchase order at NABFINS Limited, Head Office, Bangalore.
2. After the submission of installation report.

The successful bidder may give the details of bank and Account into which the payments are to be made.

Normal commercial warranty/guarantee shall be applicable to the supplied goods.

8. DELIVERY OF TENDER:

Both technical bid and financial bid to be placed in envelope. The Envelope must be super scribed with “Tender for Laptops & Printers NABFINS/003/2026-27” along with Tender reference number.

The sealed Tender should be addressed to:

**Chief Technology Officer
NABFINS Limited
3072, 14th cross, K R Road
Bengaluru - 560 070**

Bids in sealed covers should reach the above address latest by 23rd July, 2026 till 5:00 PM. Tenders submitted after the specified time shall not be considered and no intimation will be sent in this regard.

The Company reserves the Right to reject any Tender which fails to comply with the above instructions. All Tenders should be sent by Post or through messenger, to drop the Tender in the sealed Tender box provided at NABFINS LIMITED Head Office, Bangalore. It is the responsibility of the Tenderer to see that his Tender offer is delivered by the specified time at the above address. All further communication should be addressed to the officer named above and by title only.

Sd/-
Chief Technology Officer

Annexure I

Specification for Laptops (Core 3):

Qty. required: 224

Sl. No.	Component	Minimum Specifications
1.	CPU	Intel Core 3 100U (14th Gen, up to 4.7 GHz Max Turbo Frequency, 10 MB cache, 6 cores, 8 threads)
2.	Memory	16 GB DDR5 5200 MHz RAM
3.	Display	14" diagonal, FHD (1920 x 1080)
4.	Storage	512 GB PCIe NVMe SSD
5.	Connectivity	Wi-Fi 6 RTL8852BE-VT 802.11a/b/g/n/ax (2x2) & Bluetooth 5.4
6.	Ports	1 no. of USB Type-C 5Gbps signalling rate 2 nos. of USB Type-A 5Gbps signalling rate 1 no. of AC power 1 no. HDMI 1.4b 1 no. stereo headphone/microphone combo jack
7.	Power Supply & Battery	3-cell, 41 Wh Li-ion, Battery Backup minimum 6 hours
8.	Operating System	Windows 11 Pro preloaded (No Volume based license allowed)
9.	Multimedia	Inbuilt Speakers, Integrated Microphone, Integrated Webcam (720p HD camera)
10.	Keyboard & Mouse	Integrated Keyboard, Inbuilt Touchpad
11.	Others	Laptop Weight – Less than 2 Kg, Laptop Backpack (Bag)
12.	Warranty	3 Years Comprehensive On-site warranty from the OEM for laptop & 1-year Comprehensive On-site warranty for battery & Charger. (note: not by vendor)
13.	Compliance – Energy Efficiency	ENERGY STAR & TPM 2.0 hardware
14.	Design & Body Type	Full Metallic body

Specification for Printer (MFP)

Qty. required: 129

Sl. No.	Component	Minimum Specifications
	Technology	Laser
	All in One Functions	Print, Copy, Scan
	Colour Output	Black and White
	Print Resolution	1,200 x 1,200 dpi
	Print support	A4, A5, A5 (LEF), B5 (JIS), oficio, envelopes (DL, C5); 76 x 127 to 216 x 356 mm
	Print Speed (A4)	30 pages per minute or above
	Duplex Printing	Automatic 2-sided printing
	Scan Resolution	Up to 600 dpi
	Memory	256 MB
	Connectivity & Ports	Hi-Speed USB 2.0 Ethernet 10/100 Base-TX Wireless 802.11b/g/n 2.4GHz
	Warranty	3 years Comprehensive Onsite Warranty from OEM

Note:

- Vendors should quote the cost in format provided by NABFINS Limited.
- Vendor need to affix seal and signature on all the pages of this document.
- Price validity: Six months from date of opening of Financial Bid
- Delivery Details: Bidder should provide the assets within four weeks from the date of issue of Purchase Order.
- Bidder should quote only commercial/business model of IT assets.

Annexure II
Technical Bid format for Laptops (Core i3)

Component	Minimum Specification required	Details of Specification of the item proposed to be supplied	Whether it complies to specification Yes/No
Brand			
Model No:			
CPU	Intel Core 3 100U (14th Gen, up to 4.7 GHz Max Turbo Frequency, 10 MB cache, 6 cores, 8 threads)		
Memory	16 GB DDR5 5200 MHz RAM		
Display	14" diagonal, FHD (1920 x 1080)		
Storage	512 GB PCIe NVMe SSD		
Connectivity	Wi-Fi 6 RTL8852BE-VT 802.11a/b/g/n/ax (2x2) & Bluetooth 5.4		
Ports	1 no. of USB Type-C 5Gbps signaling rate 2 nos. of USB Type-A 5Gbps signaling rate 1 no. of AC power 1 no. HDMI 1.4b 1 no. stereo headphone/microphone combo jack		
Power Supply & Battery	3-cell, 41 Wh Li-ion, Battery Backup minimum 6 hours		
Operating System	Windows 11 Pro preloaded (No Volume based license allowed)		
Multimedia	Inbuilt Speakers, Integrated Microphone, Integrated Webcam (720p HD camera)		
Keyboard & Mouse	Integrated Keyboard, Inbuilt Touchpad		

Others	Laptop Weight – Less than 2 Kg, Laptop Backpack (Bag)		
Warranty	3 Years Comprehensive On-site warranty from the OEM for laptop & 1-year Comprehensive On-site warranty for battery & Charger. (note: not by vendor)		
Compliance Energy Efficiency	ENERGY STAR & TPM 2.0 hardware		
Design & Body Type	Full Metallic body		

If there is any additional feature available for the product describe below box:

Annexure III

Technical Bid format for Printers (MFP)

Component	Specification Required	Details of Specification of the item proposed to be supplied	Whether it complies to specification Yes/No
Band:			
Model No:			
Technology	Laser		
All in One Functions	Print, Copy, Scan		
Colour Output	Black and White		
Print Resolution	1,200 x 1,200 dpi		
Print support	A4, A5, A5 (LEF), B5 (JIS), oficio, envelopes (DL, C5); 76 x 127 to 216 x 356 mm		
Print Speed (A4)	30 pages per minute or above		
Duplex Printing	Automatic 2-sided printing		
Scan Resolution	Up to 600 dpi		
Memory	256 MB		
Connectivity & Ports	Hi-Speed USB 2.0 Ethernet 10/100 Base-TX Wireless 802.11b/g/n 2.4GHz		
Warranty	3 years Comprehensive Onsite Warranty from OEM		

If there is any additional feature available for the product describe below box:

Annexure IV
Acceptance Certificate

1. I/ We, _____ Son / Daughter /Wife of _____ Proprietor / Director / authorized signatory of the agency / Firm, mentioned above, is competent to sign this declaration and execute this Tender document;
2. I have carefully read and understood all the terms and conditions of the Tender and undertake to abide by them;
3. I do hereby certify that the rates of each items have been quoted in the Financial Bid.
4. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/We, am/ are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of Tender at any stage.
5. I, do hereby certify that our firm has neither been blacklisted by any of the Govt. Organization / Public Sector / Pvt. Limited Company, etc. with which the firm had contracted for supply of IT infrastructure during the last three years nor has been penalised by such Offices/organizations for supply of poor/spurious materials etc.
6. The supply of items / services will be done as per the specification mentioned in the Tender form.

Signature of authorised person

Full Name:

Date:

Place:

Seal:

Annexure V

Organizational Profile of the Vendor/Bidder

1	Constitution: <i>(Tick one)</i>	Proprietary/Partnership/Private Ltd. /Public Ltd.
2	Established since:	
3	Name, Address & Mobile number for Communication:	
4	Classification: <i>(Tick one)</i>	Solution provider/ System Integrator/Hardware vendor/ Bidder/ Software Developer
5	If Joint Venture, then specify names of Partners in the Service Support Co, JV	
6	Others <i>(please specify)</i>	(Position and Designation)
7	Name(s) of Proprietor(s) / Partner(s) / Directors (s)	
8	Escalation matrices indicating contact person, telephone number, email of	L1

	L1, L2, L3 support managers of the bidder.	Name: Contact No: Email: L2 Name: Contact No: Email: L3 Name: Contact No: Email:
9	PAN No:	
10	GST No:	
11	Bank Account details	Name of bank: A/c. No: Branch: IFSC code:

Signature of Vendor/Bidder
Name:

Annexure VI
Bidders Financial profile & eligibility Criteria

Sl. No.	Eligibility Criteria	Details of Eligibility	Supporting Document
1	Turnover of the Company- Average turnover - RS.10 crores during each of the last 3 Financial Years, viz. 2025-26, 2024-25, 2023-24.	2025-26-Rs. _____ Lakhs 2024-25-Rs. _____ Lakhs 2023-24-Rs. _____ Lakhs	Certificate from Chartered Accountant indicating the turnover and profit year-wise.
2	Company should have earned profits in each of the last 3 Financial Years, viz. 2025-26, 2024-25, 2023-24.	2025-26-Rs. _____ Lakhs 2024-25-Rs. _____ Lakhs 2023-24-Rs. _____ Lakhs	
3	Bidder should have supplied not less than 500 nos. of desktops or laptops during the current financial year or in the last financial year.		Copy of Purchase Order clearly indicating the number and make of IT assets supplied.
4	No. of location where OEM support service centres are available. for the quoted products. (Need to attach list of service centre with contact numbers & address)		
5	Bidder should be a direct channel partner of the OEM and should be the one-point contact for entire project. (MAF to be attached.)		
6	No. of years of experience of OEM in manufacturing Laptops, & Printers.		

Signature of Vendor/Bidder
Name:

Annexure VII

**FORMAT OF UNDERTAKING, TO BE FURNISHED ON COMPANY LETTER HEAD
WITH REGARD TO BLACKLISTING/ NON- DEBARMENT, BY ORGANISATION**

UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT

To,

NABFINS LIMITED,
#3072, 14th Cross, K. R. Road,
Banashankari 2nd Stage,
Bengaluru – 560 070,
Karnataka, India

We hereby confirm and declare that we, M/s -----, is not
blacklisted/ De-registered/ debarred by any Government department/ Public Sector Undertaking/
Private Sector/ or any other agency for which we have Executed/ Undertaken the works/
Supply/Services.

For -----

Authorised Signatory

Date:

Annexure VIII

(Print on Rs. 200/- stamp paper)

INTEGRITY PACT

Between

NABFINS LIMITED

hereinafter referred to as "The Principal"

And

..... hereinafter referred to as "The Bidder/Contractor"

Preamble

The principal intends to award, under laid down organizational procedures, contract/s for the supply of Laptops and Printers. The principal values full compliance with all relevant laws of the land, rules, regulation, and economic use of resources and of fairness/transparency in its relations with its Bidder(s) and/or Contractor(s).

In order to achieve these goals, the Principal will appoint Independent External Monitor(IEM) who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 -Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles: -

- a) No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
- b) The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will, in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
- c) The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 -Commitments of the Bidder(s)/Contractor(s)

(1) The Bidder(s) / Contractor(s) commit themselves to take all measures necessary to prevent corruption. The Bidder(s) / Contractor(s) commit themselves to observe the following principles during participation in the tender process and during the contract execution:

- a) The Bidder(s) / Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she

is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

- b) The Bidder(s)/Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary's, contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.
 - c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s) / Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly, the Bidder(s)/Contractors(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any.
 - e) The Bidder(s) /Contractor(s) will, when presenting their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
 - f) Bidder(s) Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.
- (2) The Bidder(s) /Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from tender process and exclusion from future contracts

If the Bidder(s) /Contractor(s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form which put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s) / Contractor(s) from the tender process.

Section 4 - Compensation for Damages

- (1) If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.
- (2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal Shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 - Previous transgression

- (1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.
- (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process.

Section 6 - Equal treatment of all Bidders / Contractors/ Subcontractors

(1) In case of Sub-contracting, the Principal Contractor shall take the responsibility of the adoption of Integrity Pact by the Sub-contractor.

(2) The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors

(3) The Principal will disqualify from the tender process all bidders who do not sign the Pact or violate its provisions.

Section 7 - Criminal charges against violating Bidders(s) / Contractor(s)/ Subcontractor(s)

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8 - Independent External Monitor

(1) The Principal appoints competent and credible Independent External Monitor for this Pact after approval by the Central Vigilance Commission of NABARD. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

The Independent External Monitor appointed for NABFINS LIMITED is
Dr. Rabindra Kumar, IFoS (Retd)
Bhagirathipuram, GMS Road,
Dehradun 248 001, Uttarakhand
Email Id: rabindra_us@yahoo.com

(2) The Monitor is not subject to instructions by the representatives of the parties and Performs his/her functions neutrally and independently. The Monitor would have access to all Contract documents, whenever required. It will be obligatory for him / her to treat the information and documents of the Bidders /Contractors as confidential. He / she reports to the Chairman, NABARD.

(3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Sub-contractors.

(4) The monitor is under contractual obligation to treat the information and documents of the Bidder(s) /Contractor(s) / Sub-contractor(s) with confidentiality. The Monitor has also signed declarations on `Non-disclosure of Confidential Information and of `Absence of

Conflict of Interest'. In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, NABARD and recuse himself/herself from that case.

(5) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project, provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.

(6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

(7) The monitor will submit a written report to the Chairman, NABARD within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposal for correcting problematic situations.

(8) If the Monitor has reported to the Chairman, NABARD, a substantiated suspicion of an offence under the relevant IPC/PC Act, and the Chairman NABARD has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

(9) The word 'Monitor' would include both singular and plural.

Section 9 - Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharge / determined by the Chairman of NABARD.

Section 10 - Other provisions

(1) This agreement is subject of Indian Law, Place of performance and jurisdiction is the Head Office of the Principal, i.e. Mumbai.

(2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

(3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

(4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

(5) Issues like Warranty/Guarantee etc. shall be outside the purview of IEMs.

(6) In the event of any contradiction between the Integrity Pact and its annexure, if any, the Clause in the Integrity Pact will prevail.

(For & On behalf of the principal)

(Office seal)

Place:

Date:

Witness 1:

(Name & Address)

Witness 2:

(Name & Address)

(For & on behalf of the
Bidder/Contractor)

(Office seal)

Annexure IX

SELF DECLARATION CERTIFICATE

(To be furnished by OEM and bidder separately in their respective letter heads)

I have read the office memorandum F. No. 6/18/2019-PPD dated: 23-07-2020, issued by Ministry of Finance, Department of Expenditure, Public Procurement Division Inserting Rule 144(xi) in GFRs 2017 which defines clauses regarding restriction on procurement from a bidder of a Country which shares a land border with India. I certify that this bidder/OEM is not from such a country or, if from such a country, has been registered with the competent authority, I certify that this bidder fulfils all requirements in this regard and is eligible to be considered.

(Where bidder/OEM whose products are being offered is from a country sharing land border with India, evidence of valid registration by the Competent Authority shall be attached mandatorily)

Sl. No.	Bidder / OEM Name	Is bidder/OEM from a country which shares a land border with India? (Yes/No) (If yes, please attach the evidence of valid registration)
1		
2		
3		
4		
5		
6		

Signature of authorised person

Full Name:

Date:

Place:

Seal:

Annexure X

CHECKLIST TO BE ATTACHED WITH THE TENDER

Sl. No.	Documents	Yes/No
1	Technical bid as per Annexure II & III	
2	Brochure of the products quoted	
3	Declaration letter from OEM for genuine Operating system for the quoted products.	
4	Manufacturer authorization form (MAF)	
5	Acceptance Certificate as per (Annexure VII)	
6	Organizational Profile of the Vendor/Bidder (Annexure VIII)	
7	Bidders Financial profile & eligibility Criteria (Annexure IX)	
8	Certificate from Chartered accountant	
9	Acceptance Certificate (Annexure VI)	
10	Integrity pact as per (Annexure XI) (need to be printed in Rs. 200/- stamp paper)	
11	Undertaking by the Authorized Signatory of the Vendor/Bidder as per Annexure X	
12	Self-Declaration Certificate for Land Border (Annexure XII)	
13	Windows certificate from Microsoft should be submitted. Proposed model number should be mentioned on the certification report. OEM should be genuine and authorized listed vendor in Microsoft engagement.	
14	Evidence for the supply of 500 nos. of laptops during current financial year or previous financial year. Copy of purchase orders)	
15	Financial Bid (Annexure XIV)	

Important Notice: Any of the above documents are not submitted along with the bid, the bid will be summarily rejected.

Annexure XI

FINANCIAL BID FOR SUPPLY, INSTALLATION & COMMISSIONING OF LAPTOPS & PRINTERS

Tender Ref. No: NABFINS/003/2026-27

Sl. No.	Description	Qty. (Nos)	Unit Price excluding GST (Rs.)	Total excluding GST (Rs.)	GST (Rs.)	Total including GST (Rs.)
A	B	C	D	E=(C x D)	F	G=(E+F)
1	Laptops (Core 3)	224				
2	Printers	229				
	Total (inclusive of tax)					
Net Amount in words (inclusive of tax):						

I/we have understood & agree to the terms and conditions of contract as mentioned in Tender (Ref: NABFINS/003/2026-27)

Date: _____

Place: _____

Stamp & Signature of Bid