

Sub: -Requirement of Laptops and Head phones etc. on rent basis.

Dear Sir,

Sealed quotations with the following terms and conditions are invited in single bid for providing Laptop and Head phones on rental basis which are to be provided to the trainees at any location of trainees in all over India for conducting online capacity building training programmes under SC-ST Hub proposed to be conducted from 24-09-2020 as per following details:

S. N.	Training Location	Particulars	Qty.	Offered rates (Rs.) inclusive GST etc. per working day
1.	MSME TDC (PPDC), Sport Goods Complex Delhi Road, Meerut (U.P.) through online mode to trainees at various locations.	Laptop with mike, camera and speaker along with wireless/wired head phone with following specifications: i3/i5 with 4 GB RAM, 320 GB Hard Disc, 2 GB Graphic Card.	25 nos. for each programme	
2.	MSME Training Centre, Industrial Estate Digiya, Jammu (J&k) & through online mode to trainees at various locations.	Laptop with mike, camera and speaker along with wireless/wired head phone with following specifications: i3/i5 with 4 GB RAM, 320 GB Hard Disc, 2 GB Graphic Card.	25 nos. for each programme	
3.	MSME Training Extension Centre at CIHT, Jalandhar & through online mode to trainees at various locations.	Laptop with mike, camera and speaker along with wireless/wired head phone with following specifications: i3/i5 with 4 GB RAM, 320 GB Hard Disc, 2 GB Graphic Card.	25 nos. for each programme	

Proposed schedule for conducting training programmes is given below:

Sr. No.	Training Location	Course	No. of trainees	Proposed Training:	
				Start Date	End Date
1	MSME TDC (PPDC), Sport Goods Complex Delhi Road, Meerut (U.P.) through online mode to trainees at various locations.	Online EDP training on Cricket Ball Manufacturing	25	08-Oct-20	06-Nov-20
2		Online EDP training on Mushroom Cultivation	25	12-Oct-20	10-Nov-20
3		Online EDP training on Self Employed Tailor	25	05-Oct-20	03-Nov-20
4		Online EDP training on Artificial Jewellery Making	25	01-Oct-20	31-Oct-20
5		Online EDP training on Ecommerce Platform Sales and Marketing	25	24-Sep-20	12-Oct-20
6		Online EDP training on Handicraft Making	25	28-Sep-20	15-Oct-20
7	MSME Training Centre, Industrial Estate Digiyaana, Jammu (J&k) & through online mode to trainees at various locations.	Online EDP training on Mushroom Cultivation	25	24-Sep-20	23-Oct-20
8		Online EDP training on Artificial Jewellery	25	26-Sep-20	26-Oct-20
9	MSME Training Extension Centre at CIHT, Jalandhar & through online mode to trainees at various locations.	Online EDP training on Cricket Ball Manufacturing	25	7-Oct-20	5-Nov-20
10		Online EDP training on Artificial Jewellery	25	14-Oct-20	12-Nov-20

Note: Programme starting date and time are proposed and may be changes. Exact date, timing and no. of days of the batches will be provided before starting each batch.

Quotations completed in all respect should reach in the office of Principal Director, MSME-Technology Development Centre (PPDC), Meerut latest by 22-09-2020 by 17.00 hrs. Quotation received in stipulated time, shall be opened on 23-09-2020 at 14.00 hrs. at PPDC, Meerut, in presence of intending tenderers who wish to be present on the occasion. Late quotations will not be accepted. In case any leave on 23-09-2020 quotation will be opened on next working day.

It is requested to kindly quote your lowest rates for providing above services.

TERMS & CONDITIONS

1. Number of Laptops and Headphones may be increase or decrease.
2. 100% payment will be made within 01 weeks after completion of the work satisfactory as per work order.
3. **The rent of Laptops and Headphones will be provided for training period only and successful installation, commissioning and working of the Laptops and headphones at the location of each trainee. No payment will be made for holiday and weekly off.**
4. The rent shall be payable only for the number of candidates who successfully complete the training and also submit satisfactory working report of items obtained from the them.
5. Quoted rates should be inclusive with GST, Insurance, fright, loading & unloading, installation & commissioning, packing & forwarding etc.
6. All the items should reach at the trainee's location on or before 1 day from the date of starting of training and rent will be effective from the date of starting of training.
7. Laptops and Headphones should be in proper working during the training period. A satisfactory working report of laptops and headphones will be obtained from each trainee and same to be submitted to PPDC, Meerut before payment. Format for the same will be provided with order.
8. This institute will not be responsible for any theft, damage of any items. This centre will not be responsible for return of items from the candidates.
9. In case any trainee arrange laptop and headphone etc. on your own expenses for conducting training, the rent for the same have to be transferred in trainee's bank account and amount transfer poof to be submitted to PPDC.
10. Principal Director, PPDC, Meerut has the right to cancel the order in full and part.
11. All disputes are subject to Meerut jurisdiction.

Yours faithfully

Sunil Gupta
Principal Director