



IIM NAGPUR

भारतीय प्रबंध संस्थान नागपुर
Indian Institute of Management Nagpur

INDIAN INSTITUTE OF MANAGEMENT, NAGPUR

ICT Department, IIM Nagpur, VNIT Campus,
South Ambazari Road, Nagpur – 440010

Phone No. – 7127102344

Email: itoffice@iimnagpur.ac.in

Website: www.iimnagpur.ac.in

Invitation to Offer

Suppliers Address:	Enquiry Ref. No. IIMN/ICT/2020-21/03	Date of Issue: 30/06/2020
	To reach us before: 09/07/2020; 3:00 PM	Offer Valid up to: 6 Months
Ph.No.:	Date & time of opening of bid: 09/07/2020;	Issued by: ICT Department IIM Nagpur
Email id :	3:30 PM at IIMN	

We invite your Quotation for the item/s mentioned below. Please return this form, duly filled in all respects in a sealed envelope so as to reach us on the above address and before the date specified above. Submitting this quotation implies agreement to the terms and conditions mentioned in Appx.'B'. The envelope must be inscribed with "Purchase of Logitech camera LOGITECH MEETUP "

Sr. no	Description of Item	Unit	Qty (A)	Rate/Unit (B)	GST_% (C)	Total (A*B+C)
1	Supply installation testing and commissioning of Logitech Camera "Logitech Meetup" along with speaker and microphone facilities. All the accessories along with cable and connector should be included.	no	1			
	Discount if any					
					Grand Total	

Total Price (in words) Rupees _____





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Appx 'A'

Tender for supply, installation, testing, and commissioning of Logitech Camera “Logitech Meetup” along with speaker and microphone facilities.

Technical Details:

Logitech Camera “Logitech Meetup” along with speaker and microphone

Quantity Required: 1 No

- Super-wide 120° field of view
- Widest field of view of any Logitech video conferencing solution allows everyone in the room to be seen, even those close to the camera or seated at the edges of the room.
- Ultra HD 4K image sensor Supports multiple resolutions, including 4K (Ultra HD) 1080p (Full HD) and 720p (HD) to best support the quality offered by VC application.
- 3 microphones and custom-tuned speaker Three broadside beamforming, omni-directional microphones with noise and echo cancellation—plus a custom-tuned speaker—are specifically optimized for small conference rooms.
- Plug-and-play USB connectivity Easily connects to PC, Mac® and Chrome™ devices with no additional software required.
- RF remote control Easily operate camera pan/tilt/zoom functions during meetings.
- Works with most video conferencing applications Compatible with virtually any video conferencing software app.





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Appx 'B'

General Conditions and Instruction for Bidders

1. Bidder must be enlisted dealer/channel partners/distributor of designated brand. Please enclose the authorization certificate from the OEM in favor of IIM Nagpur for the specified item.
2. All items to be delivered at IIM-Nagpur campus at VNIT, Nagpur.
3. The bidder must be aware that if the specification of their offered model does not meet with minimum specifications required mentioned in Appx. A shall out rightly be rejected.
4. IIMN at its discretion, can cancel this 'Invitation to Offer' either in full or part without assigning any reason whatsoever.
5. **Delivery schedule:** All deliveries of items will be within two weeks on issue of purchase order with one-week grace period at the discretion of purchaser. Delivery shall be considered complete when full quantities of all items are in fully functional condition duly installed, tested and commissioned at designated delivery location(s). Late delivery (LD) is liable to be penalized at the rate of 1% of the total cost of purchase order per day s.j. to maximum 15%. Further delay beyond 15 days from the scheduled delivery date shall liable the order to be cancelled without further notice to the vendor.
6. Bill should be submitted in duplicate on complete execution of order duly certified by Institute's authorized representative in respect of complete installation and making all the units fully functional.
7. Payment schedule: Payments will be made on receipt of complete tax invoice and installation of items in fully serviceable condition to the entire satisfaction of the purchaser.
8. Please submit Bank account details along with the bill for payments be NEFT / RTGS or mention the same in the bill [Pl. enclose a cancelled cheque in the bidder's name].
9. The bidder must quote PAN/ VAT No./ GST No. etc. on their quotation, without which the quotation will not be entertained. [Pl. enclose current valid copy of the documents].
10. Legible copy of all documentary evidence for all supporting documents wherever required should be submitted with the quotation duly stamped and signed by the bidder.
11. The bidders must submit all the pages of this 'Invitation to Offer' duly signed and stamped as a token of acceptance of the terms and condition of this offer without which the offer shall be rejected.





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ANNEXURE – C

PARTICULARS OF BIDDER

Tender for supply, installation, testing, and commissioning of Logitech Camera “Logitech Meetup” along with speaker and microphone facilities.

IIMN/ICT/2020-21/003

Dated 30/06/2020

1. Name of the bidder

(a) Trade Name (in Block letters)

(b) Status of the bidder

(Proprietorship/Partnership/LLP/Limited Co.)

(c) Name of Proprietor/Partners/CEO/Directors
(in Block letters)

2. Postal Address

3. Telephone No.

4. E-mail / Website address (if available)

5. Bank Draft No, date, Bank name and amount (if applicable)/MSME or NSIC Regn. No.

(a) Tender Fees

(b) EMD

(c) MSME/NSIC Regn. No. (if applicable)





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(Enclose self-attested photocopy)

6. Name of the Banker, Branch Name & address (in Block letters) (for e-payment purpose)

7. PAN (Enclose self-attested photocopy) _____

8. VAT No. (if applicable) (Enclose self-attested photocopy) _____

9. GST No. (if applicable) (Enclose self-attested photocopy) _____

10. Trade License/Business License/CIN (if applicable)
(Enclose self-attested photocopy) _____

11. Lab. License/EPF/ESIC Reg. No. (if applicable)
(Enclose self-attested photocopy) _____

12. Any other Relevant Information _____
(e.g. Number of Years of Experience in similar line of business / Turnover for last Financial year)

I/We hereby declare and affirm that I/we have read and understood the terms and conditions of this tender/quotation/NIT as stipulated in the tender notice No: IIMN/ICT/2020-21/003 dated 30/06/2020 Accordingly, I/ we accept the terms and conditions and hereby offer the rates for Tender for supply, installation, testing, and commissioning of Logitech Camera “Logitech Meetup” along with speaker and microphone facilities

Signature _____

Name of the BIDDER _____

Official seal of BIDDER _____

Date _____

