



महाराष्ट्र शासन
ग्राम विकास विभाग
महाराष्ट्र राज्य ग्रामीण जीवनोन्नती अभियान
राज्य अभियान व्यवस्थापन कक्ष

सिडको भवन, ५ वा मजला (दक्षिण कक्ष) सी.बी.डी. बेलापूर, नवी मुंबई पिनकोड: ४०० ६१४

दूरध्वनी: ०२२-२७५६२५५२/५४

Website: www.umed.in

Email Id: ceo@umed.in

Umed:

MSRLM/SMMU/Proc/Accounts/Laptop/१५२४/2025-26

Date 25/02/2026

To,

M/s

.....

Subject: - Request for Quotation (RFQ) for Supply Laptop to MSRLM Office, Navi Mumbai.

Dear Sir/Madam,

- The Maharashtra State Rural Livelihoods Mission (MSRLM) has been launched in Maharashtra in July 2011 as a registered organization under the aegis of the DAY-NRLM endeavours to impact rural poverty through a range of comprehensive and strategic livelihoods interventions in a time bound manner.
- You are invited to submit your most competitive quotation as per the details mentioned below :

Sr.No.	Particular	Specification	Make	Model No.	Qty. In Nos.
1	Laptop	As per attached Annexure-A			7

Qualification criteria

- Copy of GST Registration certificate.
- PAN Card
- Shop Act / Firm Registration Certificate

Quotation Price:-

- The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out initially, dating & rewriting.
- The quotation should be inclusive of all duties, taxes & other levies payable by the contractor under the contract shall be included in total price.

- c. GST in connection with the sale/delivery of services shall be shown separately. But it will not be taken into account in evaluation.
 - d. The price shall be quoted in Indian Rupees only.
 - e. The quoted rates shall inclusive of cost towards delivery & installation at consignee place.
 - f. The rates quoted by the agency shall be fixed for the duration of contract and in case of award shall not be subject to adjustment on any account.
- **Validity of quotation:-**

Quotation shall remain valid for the period not less than 30 days after the deadline date specified for submission.
 - **Evaluation of Quotations: -**
 - a. The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which
 - b. signed;
 - c. Conform to the terms and conditions and specifications;
 - d. Fulfil all qualification criteria;
 - e. Quotation submitted in a prescribed format;
 - f. Alternative price/conditional offer shall not be accepted;
 - g. GST in connection with the services will not be taken into account in evaluation.
 - h. Quotation shall be evaluated separately for each item
 - **Terms and Conditions :-**
 - a. Each bidder shall submit only one quotation.
 - b. Bidder shall not contract other bidder in matter relating to this Quotation.
 - c. Conditional quotations which are not in line with this request for quotation shall be treated as non-responsive.
 - d. Quotations must be submitted as per the attached format in a sealed envelope. Quotation in any other format and by any other means will not be accepted for evaluation.
 - **Award of contract: -**
 - e. The SMMU-MSRLM will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
 - f. Notwithstanding the above, the SMMU-MSRLM 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.
 - g. The bidder whose quotation is accepted will be notified of the award of contract by the SMMU-MSRLM prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the Supply order.
 - **Delivery period and Place of Supply:**

Successful bidder should supply laptops within one week from the date of supply order to Maharashtra State Rural Livelihood Mission (MSRLM) 5th floor, CIDCO Bhavan, CBD Belapur, Navi Mumbai – 400614.

- **Quotation Submission:-**

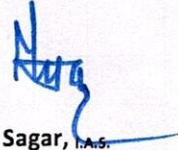
- a. Each bidder shall submit only one quotation in a sealed envelope boldly superscript as "**Supply of Laptop to MSRLM Office, Navi Mumbai**".
- a. You are requested to provide your offer latest by 11.00 AM hours on **5 / 3 / 2026** to above mentioned office address.

- **Opening of Quotation: -**

Quotations will be opened in the presence of bidders representatives and SMMU-MSRLM representatives who choose to attend at Maharashtra State Rural Livelihood Mission, 5th Floor, CIDCO Bhavan, South wing, CBD Belapur, Navi Mumbai - 400614 on **5 / 3 / 2026 @ 11.30 PM.**

- **Payment:**

The payment will be made within two weeks from the date of submission of original tax invoice along with the installation report. Applicable GST will be paid on submission of invoice/bill.



Nilesh Sagar, I.A.S.

Chief Executive Officer

Maharashtra State Rural Livelihoods Mission

QUOTATION FORMAT
(ON THE LETTER HEAD OF SUPPLIER)

To
Chief Executive Officer
Maharashtra State Rural Livelihoods Mission,
5th Floor, CIDCO Bhavan South wing
CBD Belapur, Navi Mumbai -400614

Date:-_____

Sub: - Regarding submission of quotation for Supply of Laptop to MSRLM Office, Navi Mumbai.
Ref: Your quotation request letter no. MSRLM/SMMU/Proc/Accounts/Laptop /2025-26
Date 25/2/2026 9428

Dear Sir,

As per your requirement, we are glad to submit you our most reasonable and competitive rates asunder

Sr. No.	Item	Specification	Make	Model No.	Qty in Nos	Unit cost in Rs. Without GST	Total cost in Rs. Without GST
1	Laptop	As per Annexure-A			7		
					Total Amount in Rs.		
					Add GST		
					Net Amount in Rs.		

We agree to supply laptops in accordance with the terms and condition and technical specifications mentioned in the invitation for quotation.

We hereby certify that we have taken steps to ensure that no person acting for us or on behalf will engage in bribery or collusive agreements with competition.

Name :-

Address :-

Telephone no. :-

Fax no. :-

Signature of the supplier with stamp

Mid-High-level configuration

Parameter	Generic Technical Specification
Processor	Intel i7, Minimum 8 core or higher, 12 MB Cache or higher 13 th or higher Generation and to be Certified by OEM
Operating System	1. Pre-installed OEM Certified Genuine Microsoft Windows 11 Professional (64 bit) or higher/ Latest Linux version (to be decided by concerned Dept. as per requirements) 2. Recovery partition (applicable for Windows).
Display	14" or higher diagonal Full HD Display
Memory (RAM)	16 GB DDR4 or higher expandable up to 32 GB
Hard Drive	1 TB SSD or higher
Speaker & Microphone	Inbuilt speakers and integrated digital microphone
Connection Type	Minimum 2 USB 3.0 or higher, HDMI 1.4, Headphone/ Microphone combo/ separate, 1- USB type c
Network card	Integrated 10/100/1000 GB Ethernet
Wireless Connectivity	Bluetooth 4.0 or above & integrated Wi-Fi 802.11 b/g/n or higher
Web Cam	Integrated HD Web Camera (Front facing)
Battery	Minimum 40Whr
Power Adapter	Standard power adapter
Antivirus	Minimum 3 years subscription of Antivirus with protection for Ransomware, Browsing, Phishing along with OEM undertaking to be provided.
Model specific Certification	BIS
Compliance	RoHS, ISO 9001
Accessories	Carry Bag
Warranty	3 Years comprehensive on site OEM warranty
Note: Any deviation/ alteration/ modification in the specification will not be considered valid.	