

NATIONAL LAW SCHOOL OF INDIA UNIVERSITY

Gnana Bharathi Main Rd, opp. NAAC, Teachers Colony, Naagarabhaavi, Bengaluru, Karnataka Pin Code: 560072.

RFP NO: NLSIU/RFP/2024-25/001/LAPTOPS

Technical and Commercial tender for Procurement of HP/DELL/LENOVO Laptops

	ACTIVITY S	SCHEDULE
Sr.	Activity	Details
1.	TENDER SCHEDULE FOR THE TECHNICALAND COMMERCIAL	RFP NO: NLSIU/RFP/2024-25/001/LAPTOPS
2.	Date of Commencement of Tender documents	22 May 2024
3.	Due date & time for submission of Technical and Commercial Bid	29 May 2024, 17.00 Hrs
4.	Date of opening of Technical Bid and Commercial Bid	30 May 2024 at Chief Finance Officer's Office, NLSIU
5.	Mode and Place of Submission Technical Bid and Commercial Bid	In a sealed envelope to the below address. To Chief Finance Officer National Law School of India University Gnana Bharathi Main Rd, opp. NAAC, Teachers Colony Naagarabhaavi, Bengaluru, Karnataka, Pin-560072
6.	Contact Details	Ms. Rajesh Kumar Behera Manager Finance and Procurement National Law School of India University Gnana Bharathi Main Rd, opp. NAAC, Teachers Colony Naagarabhaavi, Bengaluru, Karnataka, Pin-560072 Contact#: 080-2301-0600 rajesh.behera@nls.ac.in

***The schedule is subject to change. Notice in writing of any changes will be provided wherever feasible.



OVERVIEW

National Law School of India University (also known as NLSIU and herein referred as "the University") is a University established under the National Law School of India Act, 1986, imparting legal education. The premier law school was set up with a mission to pioneer legal education reforms, and to anchor the transformation of the Indian legal system through research and policy interventions.

Consequently, the NLSIU was one of the first institutions in the country to introduce the five-year integrated law degree at the undergraduate level with the commencement of the first batch in 1988.

And for over 30 years now, the University has irrefutably remained a leader in the field of legal education in the country. This long-standing record has been possible due to the strong collaborations between legal academics, the Bar, the Bench and the State Government of Karnataka.

NLSIU is looking for a SUPPLY OF **Laptops with 3-year OEM warranty details asprovided in Annexure-1** at NLSIU for which this RFP is being issued.

PURPOSE

The purpose of this Request for Proposal (RFP) is to solicit proposals from qualified bidders for the procurement of **Laptops with 3-year OEM warranty** in accordance with specifications and requirements contained herein. This Request for Proposal (RFP) will require the bidder to provide all relevant information based on multiple configurations detailed within the RFP. Information and any supplementary information should be in both printed and digital format. Based upon the review and evaluation of proposals offered in response to this RFP, the successful bidder must Supply, Install, Test the hardware.

Notwithstanding any other provision herein, Bidder participation in this process is voluntary and at Bidder's sole discretion. Price will be a consideration but will not be the sole factor in the University's decision to award a contractual relationship. NLSIU reserves the right to accept or rejectany or all bids from specific or multiple Bidders for any reason at any time. The University also reserves the right at its sole discretion to select or reject any or all Bidder(s) in this process and will not be responsible for any direct or indirect costs incurred by the Bidders in this process.

INVITATION

The bidders desirous of taking up the project for supply of above product and service for NLSIU are invited to submit their technical and commercial proposal in response to this RFP. The criteria and the actual process of evaluation of the responses to this RFP and subsequent selection of the successful bidder will be entirely at the University's discretion. This RFP seeks proposals from Bidders who have the necessary experience, capability & expertise to provide NLSIU with required equipment with support services adhering to NLSIU's requirement outlined in this RFP. This RFP is not an offer by NLSIU, but an invitation to receive responses from the Bidders. No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed by duly authorized official(s) of NLSIU with a selected Bidder.

RFP TERMINOLOGY

Definitions – Throughout this RFP, unless inconsistent with the subject matter or context:

- Bidder/ Service Provider/ System Integrator / Original Equipment Manufacturer(OEM) An eligible entity/firm submitting a Proposal/Bid in response to this RFP.
- Supplier/Contractor/Vendor Selected Bidder/System Integrator under this RFP.
- The University/ Purchaser/ NLSIU Reference to "NLSIU", "The University" and "Purchaser" shall be determined in context and may mean without limitation "NLSIU.
- Proposal/ Bid the Bidder's submission in response to this RFP
- RFP/Tender the request for proposal (this document) in its entirety, inclusive of any addenda that may be issued by NLSIU.
- Solution/ Services/ Work/ System "Solution" or "Services" or "Work" or "System" or "means all services, scope of work and deliverable to be provided by a Bidder asdescribed in the RFP and include services ancillary to delivery of equipment's, such as installation, of equipment's and configuring, and other obligation of the Supplier covered under the RFP.
- Equipment's as specified within the technical requirement section of this RFP document.

SCHEDULES OF THE TENDER

• This tender comprises supply of 20 **Laptops**, as per the specifications mentioned in technical details.



ELIGIBILITY CRITERIA

The minimum eligibility criteria for selecting the vendors for the purpose stated above have been listed in this section. All bidders are requested to study the pre-qualification criteria listed below carefully and submit the bids only if they fully qualify for bidding.

Sl. No.	Criteria	Documents required to be attached with Technical Bid to establish eligibility
1	The bidder should be operating in India in the business of supplying and/or installing Computer, Laptops and peripherals for the last five years ending on 31st March 2024.	- Copy of Certificate of Incorporation or similar valid document
2	The bidder shall be either an Original Equipment manufacturer or Authorized distributor of the principal OEM, in India.	- GST Registration Certificates - Copy of PAN Card - Authorization letter
3	The bidder should have an average annual turnover of at least Rs.5 Crore during last 3 financial years latest ending on 31-03-2024	Copy of the audited Profit & Loss Statements for each of the last 3 financial years
4	The bidder should have successfully completed a similar Supply at least three (3) More than 15 lakhs each, inthe last 3 years ending as on 31 March 2024	Copies of client/purchase order, Work orders showing all the details to be given and should contain the following information - Name of organization, contact phone number and address
5	The bidder should have an ISO 9001 certification	Copy of the valid certificates from authorized agencies
6	The bidder must not be blacklisted by a Central/State/Local Government Organization/Institution/PSU	Self-declaration, certified by the auditor
7	The bidder shall have at least one support office in Bengaluru.	Copy of the relevant trade license issued by State Govt. or competent local body mentioning the address.



This is to certify that we	(Bidder's organization name)) comply with the RFP	eligibilitycriteria as mentioned
above.			

Date:	Signature:
Place:	Name:
	Organization Name:
	Seal of the Organization:



BID TERMS:

General

- NLSIU reserves the right to revise or alter the scope of the assignment before
 acceptance of any bid. However, in such an eventuality, the bidder may begiven an
 opportunity to consider such changes and revise the offer, if found necessary.
- In case the products/ services offered deviates from the specifications of the products/ services as described in this RFP, the bidder should describe in what respect and to what extent the products/ services offered by him differs from our specifications even if the deviation is not very material.
- Bidder must quote the rate per unit in the Form D. Bidder is also expected to provide a total cost wherever applicable. Offers not indicating item-wise rates, wherever applicable, are liable for disqualification/rejection.
- The price/rate quoted by the vendor cannot be altered or changed due to escalation on account of the cost of material. The price/rate quoted should be exclusive of all taxes and the applicable taxes, levies, duties, insurance, transportation etc. should be explicitly mentioned by the bidder as separate line items.
- All the prices quoted by the bidder should be valid for a period of 90 days from the last date of bid submission.
- Bidders should ensure that they meet the eligibility criteria mentioned above for offering bids.
- The Terms and Conditions for the assignment are described in technical details.
- NLSIU reserves the right to procure from the Original Equipment Manufacturer's directly.

Submission of Proposal

- The Bidder shall submit its organization profile as per Form A (Bidder's particulars) of the RFP.
- The Bidder will have to submit the details of top 5 assignments based on value of order to large clients in Form C (list of customers).
- NLSIU reserves the right to check with these customers about the credibility of the bidder and quality of service provided by the bidder.
- NLSIU reserves the right to adjust arithmetical or other errors in RFP, inthe way it considers suitable/deem fit. Any adjustments so made by the NLSIU shall be stated to

the bidder if NLSIU makes an offer to accept the bidder's proposal.

- The Forms A, B, C, D of the RFP shall be compulsorily submitted along with the bids. Bids without these forms duly filled in and signed are liable for rejection.
- The bidder should submit the technical proposals in a sealed envelope to the address

Chief Finance Officer

National Law School of India University

Gnana Bharathi Main Rd, opp. NAAC, Teachers Colony, Naagarabhaavi, Bengaluru, Pin-560072

- Bidders shall submit their offers strictly in accordance with the terms and conditions of RFP Document(s) as stated therein/herein. Any proposal which stipulates conditions contrary to the conditions given in the RFP Document(s), is liable for rejection.
- The bidder shall (whether he submits the bid) always treat the details of the RFP Document(s) as confidential.
- NLSIU will not pay the Bidder any expenses, which may have beenincurred in the preparation of the RFP Document(s) for submission.
- The Bidder shall have complied with all requirements of law for submitting the bidto this. RFP and for performance of the contract.
- NLSIU does not bind itself to accept the lowest or any bid to this RFP andreserves the
 right to reject all or any bid or cancel the RFP without assigning any reason
 whatsoever. NLSIU has the right to re-issue the RFP without thebidders having the
 right to object to such re-issue.
- In case the bidder desires to clarify any issue of the RFP before submitting the proposal, you may contact Mr. Rajesh Kumar Behera, Manager Finance and Procurement, National Law School of India University; Phone-080 26993785; email: rajesh.behera@nls.ac.in

EVALUATION OF THE PROPOSALS

NLSIU will evaluate only those proposals, which meet the eligibilitycriteria as well as complete and responsive in all respects, for comparison and final selection. The evaluation criteria for selection shall be based on the requirements of NLSIU, quality and durability of proposed product based on market research, the delivery & installation schedule of the bidder, the experience of the bidders in similar projects and customer feedback on products and services of the bidder. Also, sufficient expertise and experience of the bidders during the last 3 years in carrying out similar assignments for other companies and the eligibility criteria as given in the RFP will be part of the evaluation criteria.



Selection Criteria

NLSIU will award the contract to the successful Bidder whose proposal hasbeen determined to be substantially responsive and has been determined as the most competent bid as per the technical evaluation criteria of NLSIU, provided further that the bidder is determined to be qualified to perform the assignment satisfactorily. However, NLSIU shall not be bound to accept thelowest or any bid and in accordance with stated above, NLSIU reserves unequivocally the right to accept any bid, wholly or in part. The final selection of thebidder will be based on techno-commercial evaluation of the proposals of the eligible bidders.

Note:

- All above documents including this RFP document must be duly signed by Authorized Signatory with bidder's organization seal and Initial as an acceptance. The organization seal is mandatory on each page of RFP and all other required documents.
- ➤ Bids for each of the Products/Services should be submitted in the relevant Forms as given below.

TECHNICAL PROPOSAL

FORM 'A'

BIDDER'S PARTICULARS

1	Name of the Organization			
2	Registered Office Address			
3	Year of Incorporation			
4	In the business of computer hardware since (no. of years)			
5	Organization Profile: Name with designation of Chairman/Managing Director/Managing Partner/Owner or any Key Personnel involved in AMC/FMS			
6	Details for Correspondence: Contact Person's Name Designation Address & Telephone No/s, Fax No/s, E-mail ID			
7	Whether your organization is registered under Municipal Act and or Karnataka Govt. Shops and Establishment(Give Regn. No.)			
8	Income tax no. (PAN) (Attach Photostat / true copy of PAN cars)			
9	GST Regn. No. and Date (Attach Photostat / true copy of GST Certificate)			
10	Financial Details (for last 3 years) * a. Turnover (Rs. In lakhs) b. Profit after Tax (Rs. In lakhs)	2021-22	2022-23	2023-24
11	If the bidder is Authorized Partner/Dealer, mention the name of principal Company (OEM) and the relationship, like, distributor, dealer, etc. *			
12	Level of relationship/partnership with OEM (Gold/Silver/Platinum/etc.)			
13	Have you received ISO certification or any other certification			
14	Are you OEM / system builders? (Yes/No) - Please Provide brief details.			



* Please attach copies of certificates issued by the principal company in this regard

N	n	te.	
7.4	v	···	

nd

Profit and loss statement etc.	& Conditions, which the bidder wishes to furnish.
Date:	
Place:	
	Signature:
	Name:
	Designation:
	Organization Name:
	Seal of the Organization:

TECHNICAL Details

FORM 'B'

Scope of work:

 Supply and installation of 20 Nos. HP/Lenovo/Dell Laptops with 3 years OEM On-site warranty.

Laptop Specification

SI No	Description	Make/Model	Qty	Part No	Delivery Time
1	Operating System: Windows 11 Professional	HP/DELL/LENOVO	20		2 weeks
	CPU: i5 13th gen / AMD Ryzen™ 5 PRO 6650H				
	RAM: 16GB RAM				
	SSD: 256 GB M.2 Nvme				
	Port to be present: HDMI Port				
	Other: Wi-fi, Bluetooth / Intel Integrated Graphics /14" LED HD Screen / Backpack				
	Warranty: 3-year OEM on-site warranty				

NLSIU have all the rights to split the Order based on Model/Price / Delivery

Bidder must fill and upload the excel sheet in the portal.

- > NLSIU should have all the right to modify or change the equipment.
- > No advance payment terms or escalation in prices shall be entertained for supply.
- > Vendor details to be provided as per the attached form along with the bid.
- > The purchaser reserves the right to split the items into one or more than one of the eligible tenderers.



PRODUCT DELIVERY, SUPPORT AND SERVICE

- Important information which the bidder is required to furnish in the proposal.
- Bidder should mention the warranty details in clear terms as per the requirements of NLSIU. The bidder should provide an on-site comprehensive warranty on the same business day.
- The bidder should also mention the details of maintenance and support after expiry of warranty period (for exp. Cost for extended warranty or support). You are required to mention the delivery and installation schedule (from the date of confirmed purchase order) for the entire assignment.

Date:	Signature:
Place:	Name:
	Designation
	Organization Name

Seal and Signature the organization



FORM 'C' LIST OF LARGE CUSTOMERS OF THE BIDDER

The bidder must provide the details as per the below format for similar pan-India branch rolloutprojects of at least three customers.

Sr.	Name of the Client,	Date of the	Details of the
No.	SAL.	Assignment	assignment done for
1101	Contact person, Designation &		the client with
	Telephone No.		Product Name,
			Model, etc.
1			
2			
3			
4			

Note: The list should include at least three corporate clients. The bidder needs to attach Purchase Order/Work Order/Contract etc. as a proof of the above.

Date:	Signature: Name:
Place:	Designation
	Organization Name

Seal of the organization:



COMMERCIAL PROPOSAL

Please share the price for same, the commercial will be through sealed envelope to the below address:

To

Chief Finance Officer

National Law School of India University

Gnana Bharathi Main Rd, opp. NAAC, Teachers Colony, Naagarabhaavi, Bengaluru, Pin-560072

FORM 'D'

SI. No.	Description of Items &Specifications	Quantit	Unit Price	HSN/ SAC Code	GST %	Total BidPrice
1	Operating System: Windows 11 Professional					
	CPU: i5 13th gen / AMD Ryzen™ 5 PRO 6650H					
	RAM: 16GB RAM					
	SSD: 256 GB M.2 Nvme					
	Port to be present: HDMI Port					
	Other: Wi-fi, Bluetooth / Intel Integrated Graphics /14" LED HD Screen / Backpack	20				
	Warranty: 3-year OEM on-site warranty					

	Warranty: 3-year OEM on-site warranty	preter in part of the
Da	ite:	
Pla	ace:	Signature:
		Name:
		Designation:
		Name of the Organization:

Seal of the Organization:

Instruction to Bidders

- 1. The bidder should have minimum 3 years of working experience in the same business.
- 2. The bidder should have a minimum turnover of Rs.5 Crore per annum during last 3 financial years.

3. The bidder should be a profit-making entity for the last 3 years.

- 4. The quoted products should not be under end of sales or end of support in next five years from the date of submission.
- 5. Should provide Authorization letter from OEM for the Products bidders are proposing.
- 6. Quotation should be valid for 90 days from the date of opening of the tender.
- 7. Prices are required to be quoted according to the units indicated in the Bill of Quantities section. When quotations are given in terms of units other than those specified in the tender form, the relationship between the two sets of units must be furnished.
- 8. All available technical literature, catalogues, and other data in support of the specifications and details of the items should be furnished along with the offer.
- 9. Samples, if called for, should be submitted free of all charges by the tenderer and the Purchaser shall not be responsible for any loss or damage thereof due to any reasonwhatsoever. In the event of non-acceptance of tender, the tenderer will have to remove the samples at his own expense.
- 10. Specifications: Equipment's offered should strictly conform to our specifications. Deviation, if any, should be clearly indicated by the tenderer in their quotation. The tenderer should also indicate the Make/Type number of the equipment's offered and provide catalogues, technical literature, and sample, whatever necessary along with the quotation. Test certificates wherever necessary should be forwarded along with supplies. Whenever options are called for in your specification, the tenderer shouldaddress all such options, wherever specifically mentioned by us.
- 11. The Purchaser shall be under no obligation to accept the lowest or any tender and reserves the right to accept the whole or part of the tender or portion of the quantity offered, and tenderer shall supply the same at the rates quoted.
- 12. Corrections, if any, must be attested. All amounts shall be indicated both in words aswell as in figures. Where there is difference between amount quoted in words and figures, amount quoted in words shall prevail.
- 13. Payment terms: 100% of the payment shall be released within 30 working days of successful delivery and submission of invoice whichever is later.
- 14. The vendor will be liable for any hardware and software upgradation for maintenance without any extra cost during warranty period.
- 15. The vendor should supply all required hardware, to meet the technical specifications.
- 16. The authority of the person signing the tender, if called for, should be produced.
- 17. Note: Deliver at NLSIU, campus

TERMS AND CONDITIONS (FORM "E")

ANNEXURE I

- Selected bidder shall supply the Equipment's, as required by NLSIU and as mentioned above in Form 'B' as per the rates agreed between the vendor and NLSIU.
- Delivery of the equipment at the NLSIU will be the responsibility. of the vendor.
- Vendors need to submit a consolidated list of new assets along with following information in a single excel sheet (soft copy) to NLSIU during delivery.

Sr N o.	Make & Model	Configuration	Prod Sr No.	Delivery Location	Delivery Challan No.

- The vendor will be responsible for:
- Post installation of equipment's, the engineer will require to handover theduly filled installation note to the authorized officer at NLSIU

ANNEXURE II

All annexure and schedules shall form part of the general terms and conditions of the contract.

General

Service Window (Working hours) is considered to be between 9:00 A.M. to 5.30 P.M. from Monday to Saturday, on demand public holidays

The price/rate quoted by the vendor cannot be altered or changed due to escalation on account of variation in taxes, levies and cost of material. The price/rate quoted should be exclusive of all taxes. All applicable taxes should be mentioned as separate line items by the bidder.

All applicable taxes would be deducted at source at the applicable ratewhile making the payment.



NATIONAL LAW SCHOOL OF INDIA UNIVERSITY

BENGALURU

RFP NO: NLSIU/RFP/2024-25/001/LAPTOPS

Delivery Schedule

NLSIU expects that the delivery of all the items should be within 2 weeks from the date of confirmed Purchase Order.

Termination for Default

NLSIU may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Vendor, terminate the contract in whole or part: if the Vendor fails to deliver any or all of the systems within the period(s) specified in the Contract, or within any extension thereof granted by NLSIU pursuant to conditions of contract or if the Vendor fails to perform any other obligation(s) under the Contract. In the event NLSIU terminates the Contract in whole or in part, NLSIU may procure, upon such terms and insuch manner, as it deems appropriate, systems or services like those undelivered and the Vendor shall be liable to NLSIU for any excess costs for such similar systems or services. However, the vendor shall continue the performance of the contract to the extent not terminated.

Force Majeure

Any failure or delay by bidder or the University in performance of its obligation, to the extent due to any failure or delay caused by fire, flood, earthquake or similar elements of nature, or acts of God, war, terrorism, riots, civil disorders, rebellions or revolutions, acts of government authorities or other events beyond the reasonable control of non- performing Party, is not a default or a ground for termination.

If Force Majeure situation arises the Vendor shall promptly notify NLSIU in writing of such conditions and the cause thereof. Unless otherwise agreed by NLSIU in writing, the Vendor shall continue to perform its obligations under the contract as far as isreasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

Termination for Insolvency

NLSIU may at any time terminate the Contract by giving written notice to the Vendor if the vendor becomes bankrupt or otherwise insolvent. In this event termination will be without compensation to the Vendor, provided that such termination will not prejudice or affect any right of action or remedy, which has occurred orwill accrue thereafter to NLSIU.

Governing Law and Disputes (Applicable in case of successfulbidder only)

All disputes or differences whatsoever arising between the parties out of or in connection with this contract or in discharge of any obligation arising out of the Contract (whether during the progress of work or aftercompletion of such work and whether before or after the termination of this contract, abandonment or breach of this contract), shall be settled amicably. If, however, the parties are not able to solve them amicably, either party (NLSIU or Vendor), give written notice to other party clearly setting out there in specific dispute(s) and/or difference(s) and shall be referred to a sole arbitrator mutually agreed upon, and the award made in pursuance thereof shall be binding on theparties. In the absence of consensus about the single arbitrator, the dispute may be referred to joint arbitrator; one to be nominated by each party and the said arbitrators shall nominate a presiding arbitrator, before commencing the arbitration proceedings. The arbitration shall be settled in accordance with the applicable Indian Laws. Any appeal will be subject to the exclusive jurisdiction of the courts at Bangalore.

The Vendor shall continue work under the Contract during the arbitration proceedings unless otherwise directed by NLSIU or unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained.

Arbitration proceeding shall be held at Bangalore, India, and the language of the arbitration proceedings and that of all documents and communications between the parties shall be in English.

Governing language

The contract and all correspondence/ communications and other documents pertaining to the Contract, shall be written in English.

Governing Law

The contract shall be interpreted in accordance with the laws of the Government of India.

Notices

Any notice given by one party to the other pursuant to this contract shallbe sent to other party in writing and confirmed in writing to other Party's address. To all notices, the following shall be the current address:



To Chief Finance Officer National Law School of India University Gnana Bharathi Main Rd, opp. NAAC, Teachers Colony, Naagarabhaavi, Bengaluru, Pin-560072

The notice shall be effective when delivered or on the notice's effective date whichever is later.

Taxes and Duties

The Vendor shall be entirely responsible for all taxes, duties, license fees, road permits, other taxes, etc., incurred until delivery of the contracted systems to NLSIU and therefore should be included in the commercial bid.

The quote prices and taxes, duties & statutory levies such as GST, Service Tax, VAT/Sales, CVD, Tax, Octroi, NMMC Cess etc. should be specified separately.

Note: If any taxes to be paid by NLSIU, sameshould be mentioned explicitly

Vendor's Obligation

The vendor is obliged to work closely with NLSIU's staff, act within its own authority and abide by directives issued by NLSIU from time to time.

The Vendor is responsible for managing the activities of its personnel andwill hold itself responsible for any misdemeanors on the part of its personnel.

The Vendor will treat as confidential all data and information about NLSIU, obtained in the process of executing its responsibilities, in strict confidence and will not reveal such information to any other party

Terms of payment

The payment terms will be as follows:

100% of the payment shall be released on successful delivery and installation

The vendor should submit the original receipt of payment of Octroi, ifany, along with the invoice for payment.



Service Terms & Conditions

The vendor will be responsible for any mishap or accident during the delivery & installation of the items which may occur due to negligence on part of the vendor. The vendor shall pay and be responsible for payment of all taxes, duties, levies, fees, costs or charges in respect of the products/ services rendered to NLSIU as part of the assignment. The vendor shall indemnify and keep indemnified NLSIU against claims in respect of above taxes, levies, duties, fees, costs, charges etc. All of the aforesaid taxes, duties, levies, fees, cost and charges shall be to the vendor's account and NLSIU shall not be required to pay any additional or extra amount on account of variation of the above charges if any, till the completion of work as per the contract to the satisfaction of NLSIU and no extra claim on this account will be entertained in any case.

Other Terms & Conditions

- 1 Items included in the desired solution proposal must carry 3 years OEM on-site warranty.
- 2 Delivery of all the items should necessarily be within 2 weeks from the date of issue of purchase order.
- 3 No advance payment terms or escalation in prices shall be entertained for supply.
- 4 Vendor details to be provided as per the attached form along with the bid.
- 5 The Commercial proposal i.e. "**Form D**" should be submitted in a sealed envelope only to the below address.

To

Chief Finance Officer

National Law School of India University

Gnana Bharathi Main Rd, opp. NAAC, Teachers Colony, Naagarabhaavi, Bengaluru, Pin-560072

Registrar

National Law School India University

Page 21 of 25

