



**CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)**

Chithranjali Hills, Thiruvallom, Thiruvananthapuram-27

Phone: 0471-2380910, 912

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No. C-DIT/03/INF-LAPRENT1/2025-26/T805

Date: 15.03.2026

**TENDER NOTICE**

**HIRING i5 LAPTOPS ON DAILY RENTAL BASIS (100 Nos)**

Sealed tenders are invited for **Hiring of i5 Laptops on a daily rental basis (minimum of 30Days) at C-DIT**. The envelopes containing the tender should bear the superscription "***Tender for Hiring i5 Laptops on Daily rental basis***" and should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chithranjali Hills, Thiruvallam, Thiruvananthapuram 695027. Intending tenderers may submit the tenders on their own papers by post/hand along with a duly signed copy of this tender notification or confirmation of the terms and conditions. Last date for receipt of tender offers is **18.03.2026, 3.00 PM**. Late tenders will not be accepted. The tenders will be opened at **3.30 PM on the same day in C-DIT office** in the presence of the tenderers or their authorized representatives who choose to be present at that time. Details of the requirements and the conditions governing the supply can be downloaded from our website [www.cdit.org](http://www.cdit.org)

Thiruvananthapuram

15.03.2026

Sd/-

REGISTRAR



## CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chithranjali Hills, Thiruvallom, Thiruvananthapuram-27 Phone:

0471-2380910, 912

No. C-DIT/03/INF-LAPRENT3/2025-26/T805

Date: 15.03.2026

### TENDER TERMS

#### HIRING i5 LAPTOPS ON DAILY RENTAL BASIS (100 Nos)

##### I. GENERAL TERMS AND CONDITIONS

1. This Tender is invited, **“For Hiring i5 Laptops (100 Nos) on Daily rental basis”**.
2. C-DIT reserves the right to cancel any or all tenders at any time if so required, without assigning any reason whatsoever

##### II. ELIGIBILITY CRITERIA OF BIDDER

1. Bidder should be a registered company or registered business firm as per Indian Law, doing similar business.
2. The bidder should have a registered office in Kerala **(Documentary Evidence should be attached)**.
3. Bidder must have a currently valid PAN and GST registration **(Documentary Evidence should be attached)**.
4. An undertaking to the effect that the bidder has not been blacklisted by any of the department/organizations/PSUs/institutions of the Govt. of India/State Govt. **(In Company Letterhead)**

##### III. SCOPE OF WORK

- i) Scope of work primarily includes the Supply of i5 Laptop at C-DIT city Office, near SMSM Institute, Statue, Thiruvananthapuram, Kerala on monthly/daily rental, for the projects undertaken by C-DIT, as per the tender specification.
- ii) Certain number of laptops will be returned periodically to the selected bidder and afterwards the payment shall be made for the remaining laptops, on a daily rate basis.

**IV. REQUIREMENT SPECIFICATIONS (100 Nos)**

<b>Item Description</b>	<b>Quantity Required</b>
<p><b>Processor: Intel Core i5- 12th Generation or above</b></p> <ul style="list-style-type: none"><li>● 12 cores or above (preferred)</li><li>● TDP 35W above</li></ul> <p><b>Memory (RAM): Minimum 16 GB</b></p> <ul style="list-style-type: none"><li>● Storage: Minimum 256 GB NVMe SSD</li><li>● Operating System Compatibility:</li><li>● Support for Ubuntu Linux 24.04 LTS or above</li><li>● Display: 14-inch screen or above (Full HD preferred)</li></ul> <p><b>Network &amp; Connectivity:</b></p> <ul style="list-style-type: none"><li>● Inbuilt LAN (Ethernet) port</li><li>● Built-in Wi-Fi</li><li>● Bluetooth support (optional)</li><li>● Camera: Integrated Webcam</li><li>● Battery Backup: Minimum 6 hours battery backup under normal operating conditions</li></ul> <p><b>General Conditions</b></p> <ul style="list-style-type: none"><li>● Power Adapter</li><li>● Carry Bag - Backpack</li><li>● Fully functional, good working condition</li></ul> <p><i>Make / Brand: HP / Dell / Lenovo / Acer (Business / Enterprise series – preferred)</i></p>	<p><b>100 Nos</b></p>

## **V. OTHER TERMS AND CONDITIONS**

1. The bidder will be responsible for effecting the supply to the entire satisfaction of the undersigned or his authorized representatives.
2. Delivery shall be made at Informatics Division, C-DIT city Office, near SMSM Institute, Statue, Thiruvananthapuram, Kerala.
3. The bidder should be responsible to supply the laptops at the respective delivery locations as listed above.
4. The L2 bidder shall be kept in reserve and may be invited in its discretion for negotiation in case the L1 bidder withdraws, or fails to comply with the requirements specified
5. C-DIT Reserves the right to split the quantity of items to be supplied among one or more bidders, at the sole discretion.
6. **Delivery within 5 days on receipt of the work order as per the locations mentioned in this tender document.**
7. The undersigned does not bind himself to accept the lowest tender and reserve himself the rights of accepting the whole or a part of the tender and the bidder shall be bound to supply the accepted item at the rates quoted.
8. The bidders preferably shall have previous experience in supply of minimum **100Nos** of laptops on a daily rental basis during the last three financial years.
9. **The bidder shall provide buffer laptops with respect to the number of laptops specified in the BOQ, at a ratio of one (1) buffer laptop for every ten (10) laptops supplied.**
10. **In the event that any supplied laptop was found defective or not functioning properly, and the buffer laptops provided by the bidder have been exhausted, the bidder shall, at its own cost and responsibility, replace the defective laptop with a fully functional laptop conforming to the tender specifications within a maximum time period of twelve (12) hours from the time of such defect is formally reported by C-DIT.** viii) The Bidders are responsible for effecting supply to the entire satisfaction of the undersigned or his authorized representatives.
11. **The technical specifications mentioned in this document are the minimum suggestive specifications. The vendors who did not meet these minimum suggestive technical**

specifications are liable to be rejected.

8. No advance payment will be made against supplies.
9. **The bidder has to submit Rs.1,000/- (Rupees One Thousand only) as Tender fee as Demand draft (from any Nationalised/scheduled bank) drawn in favour of "The Registrar, C-DIT" payable at Thiruvananthapuram.**
10. **The rate quoted by the bidder shall be inclusive of all charges.** Rates quoted by the bidder shall be valid for a period of one month from the date of opening of the tender.
11. **The Bidder should quote rate for the unit shown in the list including GST and tenders which do not indicate this essential information will not be considered.**
12. **No separate bid form is provided. The bidders shall submit the rental charges on your Letter head in "FORM A" in a sealed envelope.** The tenders which do not indicate price information will not be considered.
13. The rate quoted for the items shall be firm and no enhancement will be allowed under any circumstances.
14. C-DIT reserve the right to cancel any or all tenders without assigning any reasons whatsoever.
15. **Authority:** The authority for the acceptance of the tenders' rests exclusively with the C-DIT. C-DIT does not undertake to accept the lowest or a particular tender or to assign any reason whatsoever for the rejection of any tender.
16. **Agreement:** The Successful bidder within 7 days of getting confirmed work order has to enter an agreement with C-DIT in Rs.200 worth non judicial stamp paper, to ensure Comprehensive AMC Service.
17. **The undersigned does not bind himself to accept the lowest tender and reserve himself the rights of accepting the whole or any part of the tender and the tenderer shall be bound to provide the service at the rates quoted. C-DIT reserves the right to split the orders among one or more bidders, at the sole discretion.**
18. If at any stage it is found that there is some discrepancy in the tender offer or the bidder has furnished wrong and/or misleading information/ statement(s), their tender offer will be liable to be ignored or rejected.

19. **Any** dispute / differences between the parties arising out of and in connection with the contract shall be settled amicably by mutual negotiations. Unresolved disputes/ differences, if any, shall be settled by Arbitration and the arbitration proceedings shall be conducted at Thiruvananthapuram (India) in English language, under the relevant Act and Rules. Unsettled disputes will be referred to courts and the courts in Thiruvananthapuram will have exclusive first jurisdiction over the subject matter.
20. **Payment terms: 100% Payment against the supply and submission of actual invoice on monthly basis.**
21. At any time prior to the deadline for submission of tenders, the C-DIT may, for any reason deemed fit by it, modify/amend the tender documents by issuing suitable amendment(s)/corrigendum's to it. Corrigendum to this tender shall be published in the site [www.cdit.org](http://www.cdit.org). Prospective bidders are advised to regularly visit the website: [www.cdit.org](http://www.cdit.org) to keep track of corrigendum, if any.
22. **In Case of doubt:**
- If the bidder has a doubt on technical specifications or on terms & conditions stipulated above, please contact Sri. Renjin Bose R K (IT Engineer, C-DIT) **Mob: 9495965111** or Smt. Nisha LR, HOD, C-DIT **Mobile No: 9400302948**.
23. **The last date for submission of tender 18.03.2026, 3.00 PM.**  
**The tender will be opened on the same date at 03.30 PM**

**Sd/**

**REGISTRAR, C-DIT**

**Dated 15.03.2026**



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Chithranjali Hills, Thiruvallom, Thiruvananthapuram-27 Phone:  
0471-2380910, 912

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Date: 15.03.2026

**FORM - A**  
**(COMMERCIAL BID)**

**HIRING i5 LAPTOPS ON DAILY RENTAL BASIS (100 Nos)**

Quote No.		Date		
Sl.No	Item with description	Quantity Rate	Unit Rate with Tax	TOTAL With Tax
1	Supply of i5 Laptop with Bag Daily rental basis (As per the Specification)	100 Nos		
<b>TOTAL</b>				

*\* All the rates quoted should be inclusive of GST*

**DECLARATION**

I /We have gone through the tender notification and the terms and conditions are acceptable to me /us. I also understand that if any discrepancy/wrong word or misleading information is found at any stage, the tender offer will be ignored/rejected.

**Name of the Bidder/Firm/Agency:**

**Address:**

**Phone No:**

**e-mail id:**

**Signature**

**Office Seal**

**Date**