

**REQUEST FOR QUOTES [RFQ 046/2024-25]**

**for**

**Procurement of Two units of Apple iPADS, Apple Pencils and Apple smart Keyboard Folios**

**Issued by: Canara Bank  
Centralized Procurement & Vendor Management Wing, HO (Annexe)  
1<sup>st</sup> Floor, Naveen Complex  
14, M G Road  
Bengaluru-560 001  
Phone No:080-25590070  
Email: [singletender@canarabank.com](mailto:singletender@canarabank.com)**

**BID SCHEDULE**

Sl. No.	Description	Details
1.	RFQ No. and Date	RFQ 046/2024-25 dated 05/10/2024 for Procurement of Two units of Apple iPADS, Apple Pencils and Apple smart Keyboard Folios.
2.	Location Address for submission of Bid/s [Address for Communication]	The Senior Manager Canara Bank, Centralized Procurement & Vendor Management Wing, Head Office (Annexe) 1 <sup>st</sup> Floor, Naveen Complex 14, M G Road Bengaluru -560 001 Karnataka Tel - 080-25590070 Email: <a href="mailto:singletender@canarabank.com">singletender@canarabank.com</a>
3.	Date of Issue	05/10/2024, Saturday
4.	Last Date of Submission of Bids	15/10/2024, Tuesday up to 03:00 PM
5.	Date and Time of Opening Bids	15/10/2024, Tuesday at 03:30 PM

Dear Vendor,

The Bank intends for Procurement of Two units of Apple iPADs, Apple Pencils and Apple smart Keyboard Folios.

1.	Details of the procurement	Procurement of Two units of Apple iPADs, Apple Pencils and Apple smart Keyboard Folios.
2.	Technical Specification of the Item to be procured	As per Annexure-I
4.	Time Lines for Delivery/ installation/Implementation	As per Annexure-II
6.	AMC /ATS/ Support Charges as Applicable	NA
7.	Payment Terms	As per Annexure - II
8.	Bill of Material	As per Annexure-I
9.	Mode of Submission of Bid/Quote	Soft copy only (Password Protected)
10.	Bid Submission Due Date & Time	15/10/2024, Tuesday up to 03:00 PM
11.	Deliverables & Payment terms	As per Annexure-II
12.	Any Other Information	Location details as per Annexure-III

Yours Faithfully,

Authorized Signatory

Note: For further clarification, if any, please contact us.

The Senior Manager  
Canara Bank,  
Centralized Procurement & Vendor Management Wing,  
Head Office (Annexe)  
1<sup>st</sup> Floor, Naveen Complex  
14, M G Road  
Bengaluru -560 001

**ANNEXURE-I**

**Bill of Material**

**SUB: Procurement of Two units of Apple iPADs, Apple Pencils and Apple smart Keyboard Folios.**

**Ref: RFQ 046/2024-25 dated 05/10/2024.**

**Note:**

1. The Bidder shall specifically mention the make and model of the items offered for all the requirements in terms of RFQ without fail, failing which the Bid is liable for rejection.
2. If the Bidder feels that, certain features offered are superior to what has been specified by the Bank, it shall be highlighted separately. Information regarding any modification required in the proposed configuration to meet the intent of the specifications and state-of-the-art technology shall be provided. However, the Bank reserves the right to accept the modifications / superior features suggested/offered.
3. The Bidder shall provide all other required equipment and services, whether or not explicitly mentioned in this RFQ, to ensure the intent of specification, completeness, operability, maintainability and upgradability.
4. The selected bidder shall own the responsibility to demonstrate that the products offered are as per the specification/performance stipulated in this RFQ and as committed by the bidder either at site or in bidder's work site without any extra cost to the Bank.

Sl. No	Product Description	Unit Price	Quantity	Total Price
1	IPAD Pro 11" Wifi+ Cellular 256 GB (White/Grey)		2	
2	Apple Pencil Pro		2	
3	Apple smart Keyboard Folio for iPad Pro 11 inch		2	
<b>Total Amount</b>				

**Date:**

**Signature with seal:**

**Name :**

**Designation :**

Annexure-II

Deliverables & payments

**SUB: Procurement of Two units of Apple iPADS, Apple Pencils and Apple smart Keyboard Folios.**

**Ref: RFQ 046/2024-25 dated 05/10/2024.**

**Delivery:**

1. Vendor has to deliver the products to the addresses mentioned in Annexure III:

**Delivery of the products** should complete within 3-4 days from the date of issuance of the Purchase Order.

2. Partial or incomplete or damaged delivery of materials will not be considered as delivered of all the ordered materials. Date of delivery shall be treated as date of last material delivered to the ordered locations if materials are not damaged. In case materials are delivered with damage, Date of delivery shall be treated as date of replacement of damaged material with new one. Delivery payment shall be paid against completion of delivery of all the ordered materials without any damage and proof of delivery duly certified by Bank's Officials, along with delivery payment claim letter.

3. **Payment Terms:**

Payment schedule will be as under:

Sl. No.	Payment Stage	% of Payment
1.	Payment shall be released within 30 days from the date of delivery of one unit of Apple iPADS, Apple Pencils and Apple smart Keyboards.	100 %

The payments will be released through NEFT/RTGS and Selected Bidder has to provide necessary Bank Details like Account No., Bank's Name with Branch, IFSC Code etc.

**Date :**

**Signature with seal**

**Name:**

**Designation:**

**Annexure-III**

**Delivery Location 1:** #14 Naveen Complex, 1<sup>st</sup> Floor, Project Management & Inventory Maintenance Section, MG Road, Bengaluru - 560001.

**Contact Person -** Sominder Singh  
**Contact Number -** 9992265107

**Delivery Location 1:** Circle Office, 54-15-4b, Lakshmi Avenue, 1st & 2nd floor, Srinivasa Nagar bank colony, Vijayawada- 520008

**Contact Person -** Vamsigyandev Sanka  
**Contact Number -** 9966551844 / 8333813819