



THE INSTITUTE OF  
Company Secretaries of India

भारतीय कम्पनी सचिव संस्थान

IN PURSUIT OF PROFESSIONAL EXCELLENCE

Statutory body under an Act of Parliament

(Under the jurisdiction of Ministry of Corporate Affairs)

GURUGRAM  
CHAPTER

**Vision**

"To be a global leader in promoting good corporate governance"

**Motto**

सत्यं वद। धर्मं चर। *Speak the truth. Abide by the law.*

**Mission**

"To develop high calibre professionals facilitating good corporate governance"

**Sub: Inviting Quotations for Purchase of IT Items**

**Date: 16<sup>th</sup> November 2024**

With reference to captioned subject, Gurugram Chapter is inviting Quotations for Purchase of IT Items.

Requirement of the Chapter is for one (01) Laptop, three (3) Desktops, four (4) MS Office Academic Version and Four (4) Anti Virus.

Interested parties need to submit their quotations in sealed envelope at office of Gurugram Chapter located at **First Floor, Deenbandhu Sir Chhotu Ram Bhawan, Jharsa Road, Behind Shiv Mandir, Sector-32, Gurugram-122002** and the last date of submitting the quotation is **30<sup>th</sup> November 2024, 05:30 p.m.**

It is hereby notified that the lowest quotation will be selected for awarding work for purchase of IT Items.

Regards,

  
CS Prince Tyagi

Chairman – Local Purchase Committee

Gurugram Chapter of NIRC of ICSI

**GURUGRAM CHAPTER OF NIRC OF ICSI**

First Floor, Deen Bandhu Sir Chhoturam Bhawan, Jharsa Road, (Behind Shiv Mandir)  
Sector-32, Gurugram (HR) - 122002, Tel.: 0124-4232148, E-mail : gurugram@icsi.edu

Connect with ICSI

www.icsi.edu |  | Online Helpdesk : <http://support.icsi.edu>



Desktop : Rs. 65,000/- For ROs, CCGRTs & Chapters

S/N	Technical Specifications of Desktop to be procured for ROs / CCGRTs / Chapters offices of ICSI
1	Make & Model (preferably DELL / HP / Lenovo)
2	Computer with minimum 1 year onsite comprehensive warranty with OEM.
3	Motherboard, keyboard, and mouse must be from same OEM as computer and have OEM logo/ trademark embossed on them (No sticker).
4	Built-in Pre-boot system hardware Diagnostics Utility must be available from OEM.
5	OEM must have online system hardware diagnostics facility.
6	OEM must have facility to download updates of pre-installed software's, device drivers, and firmware on its website.
7	OEM must support recovery media creation through its website to reinstall the operating system when required and bring the computer back to its original factory condition as configured by the OEM.
8	Processor: Intel 12th generation Core i5 (4 core or above) or above.
9	Processor base Speed 3.0 GHz or above
10	Chipset: Intel B660
11	Cache: 8 MB or above
12	Threads: 8 or above
13	Memory: 8GB expandable Up to 64 GB DDR4 (2400MHz Minimum)
14	Hard disk: 1000GB or 500GB HDD SATA @ 7200 rpm or above
15	SSD: 256 GB
16	8x DVD+/-RW 9.5mm Optical Disk Drive Optional
17	21.5" or 19.5" TFT minimum or higher, OEM make
18	USB Keyboard OEM make
19	USB Optical Scroll mouse OEM make
20	Integrated Intel Ethernet LAN 10/100/1000 or Higher
21	Separate Cabinet for CPU
22	Security: Trusted Platform Module (TPM) 2. Chassis lock slot support, optional Chassis Intrusion switch
23	Power Supply: 180W up to 80% Efficient
24	External USB: 4 or above, Two USB 2.0 ports or above, Two USB 3.0 Gen 1 or above ports
25	1 Internal USB 2.0
26	1 RJ-45; 1 Serial
27	1 Display Port
28	1 HDMI 1.4; 2 PS/2; 1 UAJ, 1 Line-out; 1 VGA (optional)
29	Operating System: Windows 10 Pro (Includes free upgrade to Windows 11 Pro), English 64 – bit
30	Compliance: ENERGY STAR 6.0, EPEAT Registered

*Handwritten signature*

Laptop : Rs. 65,000/- For ROs, CCGRTs & Chapters

S/N	Technical Specifications of Laptop to be procured for ROs / CCGRTs / Chapters offices of ICSI
1	Make & Model (preferably DELL / HP / Lenovo)
2	Computer with minimum 1 year onsite comprehensive warranty with OEM.
4	Built-in Pre-boot system hardware Diagnostics Utility must be available from OEM.
5	OEM must have online system hardware diagnostics facility.
6	OEM must have facility to download updates of pre-installed software's, device drivers, and firmware on its website.
7	OEM must support recovery media creation through its website to reinstall the operating system when required and bring the computer back to its original factory condition as configured by the OEM.
8	Processor: Intel 12th generation Core i5 (4 core or above) or above.
9	Processor base Speed 2.2 GHz or above
11	Cache: 8 MB or above
13	Memory: 8GB expandable Up to 16 GB DDR4 (2400MHz Minimum)
14	Hard disk: 500GB HDD SATA
15	SSD: 256 GB
16	8x DVD+/-RW 9.5mm Optical Disk Drive Optional
17	Screen Size : 14 inch Minimum
20	Integrated Intel Ethernet LAN 10/100/1000 or Higher
22	Power Cord for 3-pin Adapter
24	Two USB 2.0 ports or above and One USB 3.0 ports or above
28	Wireless LAN: Yes, Web Camera: Yes, Audio: In and Out, One HDMI port, 1 VGA(Optional)
29	Operating System: Windows 10 Pro (Includes free upgrade to Windows 11 Pro), English 64-bit
30	Compliance: ENERGY STAR 6.0, EPEAT Registered

