



Corporate and Registered Office,
HLL Bhavan, Poojappura,
Thiruvananthapuram– 695 012
Kerala, India.
Phone: 0471 – 2354949
Website: www.lifecarehll.com

Invitation for Bids

Supply and installation of Desktop Computer and Peripherals

Date	:	3 rd March 2015
IFB No.	:	HLL/CHO/IT/25/2015/

The schedule of the bid is given below.

Last date and time for receipt of bids	:	15.00 Hrs on 13.03.2015
Time and date of opening of Bids	:	15.30 Hrs on 13.03.2015

Dear Sir,

Sub: Supply and installation of Desktop Computer and Peripherals

HLL Lifecare Limited, Thiruvananthapuram invites competitive bids from the eligible bidders for the supply and installation of **Desktop Computer (25 Nos.), Laser Jet Printer (3 Nos.), Ink Jet Printer (1 No.), Multifunction Printer (1No.), Offline UPS (15 Nos.) and Scanner (1 No.)** for our various HLL locations. The details are attached as **Annexure-1**.

The terms and conditions of the bid are given below.

1. The respective bidder should have minimum 3 years' experience in supply, installation and maintenance of computers hardware items. For this, the bidder can submit the documentary evidence of the copies of Supply / work orders for the similar kind of items for the past three years along with the bid.
2. The prices should be quoted as per the format for price schedule enclosed as **Annexure – II**.
3. In the price schedule, if there is any discrepancy between the unit price and total price the unit price shall prevail and the total price shall be corrected by the purchaser.
4. The prices quoted shall be valid for a period of 90 days from the date of opening of bids.
5. The exact brand/model (for computers business /commercial category is only preferred) of all the quoted items should be mentioned with complete technical specifications supported with illustrative literatures/catalogues/broachers.
6. The items should be delivered and installed at respective locations within 3 weeks from the date of issue of Purchase Order.
7. Penalty @ 0.50 % per week's delay subject to a maximum of 5 % is applicable for delayed delivery.
8. The bid shall be evaluated by taking the total amount quoted for all the items.
9. Necessary user manuals/CDs/DVDs/accessories/License documents are to be supplied along with the equipment.

10. The warranty period (onsite) of the item is given below:
 - a. Desktop Computers – 3 Years
 - b. Printers - 1 Year
 - c. Offline UPS – 1 Year
 - d. Scanner – 1 Year from the date of installation. All the defective parts and the break down calls of all the items should be attended and resolved by the Supplier during the warranty period.
11. The bidder should have service support center/Authorized Service Partner at Thiruvananthapuram and Ernakulum. The details may be furnished along with the bid.
12. Bids should be clear in all respects and those with ambiguous clauses shall be rejected.
13. HLL will have the right to increase or decrease up to 20% of the quantity of goods and services specified in the schedule of requirements without any change in the unit price or other terms and conditions during the validity period.
14. The supply order shall be placed on the lowest responsive bidder.
15. Payment schedule is as given below
 - (i) Payment of 95% of the total price of the goods shall be paid within 30 days upon delivery ,installation and acceptance .
 - (ii) Payment of 5% of the total price of the goods shall be paid within 3 months from the date of installation against a Performance Bank Guarantee from a Nationalized Bank for the 5% of the total value valid till the warranty period (3 Years).
16. Mention the software (if any) that are pre-loaded in the system as bundle.
17. The bids should be submitted at the following address.

**Associate Vice President (IT)
HLL Lifecare Limited
Corporate and Registered Office,
HLL Bhavan, Poojappura,
Thiruvananthapuram – 695 012,
Phone: 0471- 2354949.**

18. Bids should be submitted on or before **15:00 Hrs on 13.03.2015** and the same **will be opened at 15.30 Hrs on the same day** at Corporate Head Office, Poojappura, and Thiruvananthapuram in the presence of the representative of the bidder who chooses to attend. If the bid opening day is declared as holiday for HLL, the bid will be opened at the next working day of HLL.

19. The envelopes containing the bid shall bear the Bid Number with date and the words "DO NOT OPEN BEFORE" (Here insert the time and date of bid opening)
20. Any bid received after the deadline will be rejected.
21. HLL Lifecare Limited reserves the right to accept or reject any or all of the bids without assigning any reason whatsoever.
22. No Email or fax bids will be accepted.
23. Any dispute arising out of the tender/bid document/ evaluation of bids/issue of purchase order shall be subject to the jurisdiction of the competent court at Thiruvananthapuram only.

Thanking you,
Yours faithfully,

P. Sivakumar
Sr. Manager (Hardware)

Annexure-1

Sl. No	Description Minimum technical Specifications	Qty	Location
1.	Desktop Computer (ISO, Microsoft & Linux Certified)		<ol style="list-style-type: none"> 1. IDD(S) – 3 Nos. 2. CHO – 7 Nos. 3. PFT – 3 Nos. 4. AFT – 2 Nos. 5. FM Office – 1No. 6. LCC Ernakulum - 1No. 7. LCC Pathanamthitta – 1No. 8. LCC Vadakara – 1No. 9. LCC Koyilandi – 1No. 10. KUHS – 1No.
	CPU	Intel Core i3 4 th generation CPU or better	
	Memory	4 GB DDR3 RAM upgradable up to 16 GB	
	Hard Disk Drive	500GB SATA HDD	
	Optical Drive	DVD RW	
	Display	18.5" LED Monitor	
	Communication	10/100/1000 Mbps Ethernet	
	Casinet & Ports	Micro/Mini Tower 6 USB Ports (at least 2 in port in front) VGA and Audio	
	Operating System	Pre-loaded Genuine Windows 7 Professional / Windows 8 Pro (Licensed)	
Accessories	Standard Keyboard and Optical mouse with mouse pad		
2.	Desktop Computer (ISO, Microsoft & Linux Certified)		<ol style="list-style-type: none"> 1. Design Office – 4Nos.
	CPU	Intel Core i5 4 th generation CPU or better	
	Memory	8GB RAM	
	Hard Disk Drive	500 GB SATA HDD	
	Optical Drive	DVDRW	
	Display	21" or higher LED Monitor	
	Communication	10/100/1000 Mbps Ethernet	
	Casinet & Ports	Micro/Mini Tower 6 USB Ports (at least 2 in port in front) VGA and Audio	
	Graphic Card	Dedicated with 2GB Memory	
	Operating System	Pre-loaded Genuine Windows 7 Professional / Windows 8 Pro (Licensed)	
Accessories	Standard Keyboard and Optical mouse with mouse pad		
3.	LaserJet Printer: (ISO Certified)		<ol style="list-style-type: none"> 1. PFT – 2 Nos. 2. CHO – 1 No.
	Type	A4, Monochrome LaserJet	
	Print speed	25 ppm	
	Resolution	600x600 dpi	
	Connectivity	Hi-speed USB 2.0 and 10/100 Ethernet	
Duplexing	Automatic(Standard)		

4.	Inkjet printer- A4 Color (ISO Certified)		1 No.	1. AFT
	Print speed in ppm (Draft)	20(black) /16(color)		
	Resolution	up to 4800x1200 dpi		
	Standard Connectivity	Hi-Speed USB 2.0 and Ethernet 10/100 Base TX (RJ 45)		
	Duplex print options	Automatic		
5.	Multifunction Laser Jet Printer (print/copy/scan/fax): (ISO certified)		1 No.	1. FM Office
	Type	Monochrome LaserJet A4		
	Print	Print Speed Up to 26ppm(A4), Print Resolution 600 x 600x2 dpi		
	Scan	Flat bed, ADF		
	Scanning Resolution	up to 1200dpi(optical)		
	Color Depth	24 bits		
	Copy	Copy Speed 15cpm-A4/Copy Resolution600 x 600dpi		
	Fax	Fax (modem) speed: 33.6 Kbps (3sec per page), Resolution:300 x 300 dpi,		
	Fax Memory	Up to 400 page		
	Connectivity	(i). Hi-speed USB 2.0 (ii). 10/100 Ethernet port		
	Display	LCD Display		
Duplexing	Automatic (standard)			
6.	600 VA Offline UPS(ISO certified)		15 Nos.	1. IDD(S) – 3 Nos. 2. AFT – 2 Nos. 3. Design Office– 4 Nos. 4. FM Office – 1 No. 5. KUHS – 1 No. 6. LCC Ernakulum - 1No 7. LCC Pathanamthitta – 1No. 8. LCC Vadakara – 1No. 9. LCC Koyilandi – 1No.
	600 VA,15-20 Minutes Backup and 3 Output Sockets			
7.	Scanner: (ISO certified)		1 No.	AFT
	Type	Flatbed (A4)		
	Resolution	Up to 4800 dpi		
	Scan size, maximum (flatbed)	8.5 x 11.7 in		
	Bit depth	48-bit		
Connectivity	Hi-speed USB 2.0			

Address of the Locations

1	CHO	HLL Lifecare Limited, Latex Bhavan, Poojappura, Trivandrum -695012 0471 - 2354949,2358014
2	PFT	HLL Lifecare Limited Peroorkada Factory Trivandrum - 695005 Phone -0471-2437270
3	IDD(S)	HLL Lifecare Limited, Infrastructure Division, "Adharsh",T.C - 6/1718(1), Vettamukku,Thirumala P.O, Trivandrum -695006 Phone: 0471 – 2365872
4	AFT	HLL Lifecare Limited Akkulam Factory, Sreekaryam P.O Thiruvananthapuram - 695017 Phone: 0471 – 2442692
5.	FM Office	HLL Lifecare Limited, IDD Annexe Office Facility Management Division, Pooyam,VRA- 99,Vettamukku, Thiruvananthapuram - 695006 0471- 2354873
6.	LCC Pathanamthitta	Retail Outlet of HLL General Hospital, Pathanamthitta Phone: 0468-2220365
7.	LCC Vadakara	Retail Outlet of HLL District Hospital Vadakara Kozhikode Dist.
8.	LCC Koyilandi	Life care Centre, Govt. Taluk Head Quarters Hospital, Koyilandi Kozhikode-67330
9.	KUHS	HLL Life Care Limited Kerala University of Health Science (KUHS), Thrissur Medical College, Mulamkunnathukavu, Thrissur - 680596

Annexure-2

Price Schedule							Annexure – II			
Sl.NO	Description of item / work	Unit	Quantity	Basic Price (Rs)	Taxes/ Duties (Rs)	Other incidental costs if any (Rs)	Total Price for each unit (Rs)	Amount (Rs)		
1	2	3	4	5	6	7	8= 5+6+7	9= 4 * 8		

Total Price (in Figure) : Rs.....

Total Price (in words) : Rs.