

HLL/KFC/IT/2014-15/06

07-03-2015

Sub: Procurement of Desktop Computers for HLL , Kakkanad req.

Sealed quotations are invited from reputed firms, for supply and installation of the following specified items as per terms mentioned below:

SI.No	Item	Qty.	Installation Location
1	<p><u>Desktop Computer (Minimum Specification)</u></p> <p>Intel Core i3 CPU / 4GB RAM/ 500 GBHDD /DVDRW /18.5" LED Monitor/4 Nos USB ports / Inbuilt LAN/ Keyboard/ Optical Mouse/Pre installed Windows 8.1 Pro (Licensed)</p> <p>(3 YEAR ON SITE Warranty)</p>	4Nos.	<p>HLL Lifecare Ltd, Cochin Special Economic Zone, Kakkanad</p>

Terms & Conditions:

- 1) The prices quoted shall be valid for a period of 90 days from the date of opening of quotations.
- 2) The party has to submit their competitive bids in the enclosed format in Annexure-1.
- 3) The party has to submit rates for all the items .The comparison would be taken for the total quantity only. Incomplete quotes shall not be considered.
- 4) **All the items should be Branded and the models to be clearly mentioned in the bids.**
- 5) The party should have minimum 3 years of Experience in Computer Hardware sales .They have to enclose the documentary evidence for the same.
- 6) The bid should contain complete technical specifications/make of the equipment supported with illustrative literatures / catalogues. Necessary users manuals/accessories / CD's/ Drawings are to be supplied along with all the equipments.
- 7) HLL will have the right to increase or decrease the quantity of goods and services specified in the schedule of requirements without any change in the unit price or other terms and conditions in the validity period.
- 8) Payment of the total price of goods shall be made within 30 days on receipt of goods by consignee and upon completion of installation. For claiming this payment the following documents are to be submitted to the paying authority

- a) Invoice & Delivery challan
- b) Installation certificate signed by both the user and the supplier's representative
- 9) Delivery & Installation: The items should be delivered at the mentioned locations within 10 days of the placement of order. Penalty @ 0.50 % per week's daily subject to a maximum of 5% is applicable for delayed delivery.
- 10) Transporting & all the other delivery charges shall be paid by Bidder only.
- 11) **The warranty - THREE Years Onsite warranty for all the items.** All defective parts should be replaced free of cost during the warranty period.
- 12) No email and fax bids are accepted.
- 13) Bids should be clear in all respects and those with ambiguous clauses shall be summarily rejected.
- 14) HLL reserves the right to reject any or all the bids without assigning any reason what so ever.
- 15) The quotations shall be send to the following address by clearly written **'Quotation for the Desktop Computers'** on the envelope.

Dy.Manager (IT)
HLL Lifecare Ltd , Plot No- 16/A-1,
Cochin Special Economic Zone
Kakkanad, Cochin-682037
Ph : 0484-2413999

Last date of quotation submission : 3 p.m, 16/03/2015.
Date of Tender Opening : 3.30 PM , 16/03/2015
Tender opening Venue : HLL Lifecare Ltd, Kakkanad

If the last date mentioned is declared as a holiday to HLL, the tender submission last date & opening date would be extended to the next working day . In that case, the timings would be same as per the schedule.

Any quotation received after the deadline for submission of bids will be rejected.

For & Behalf of HLL Lifecare Ltd

Dy Manager (IT)