

HLL/Noida/IT/2013-14

18-05-2013

Sub: Rate Contract for the supply of Hardware Items to HLL,Noida reg.

Sealed quotations are invited from reputed firms for submitting their competent rates to enter into a Six Months Rate Contract with HLL Lifecare Limited, Noida for the supply of IT equipments /Items (All-in-one Desktop Computers, Desktop Computers & Laptops for HLL,Noida.

Terms & Conditions:

- 1) The bidder should have minimum three years experience in the field of IT Hardware supply; they have to attach the documentary evidence like Purchase order or relevant documents with the Bids.
- 2) The bidder should attach the following along with the bid
 - 2.1 An **EMD of Rs.10,000/- (Rs. Ten Thousand only)** by the way of DD from a Registered/Scheduled/Nationalized bank in favour of “HLL Lifecare Ltd” payable at New Delhi. **The bids without EMD will be summarily rejected.**
 - 2.2 EMD would stand to be forfeited in the event of non-execution of order after tendering process.
 - 2.3 The EMD amount of the successful bidder would be kept as a Performance security deposit. The security deposit shall be valid till successful completion of the contract. No interest shall be payable on the security deposit.
- 3) The successful bidder has to sign one rate contract with HLL for a period of Six Months (6 Months). The price quoted shall be valid for a period of 6 months (Six Months) from the date of signing the Rate Contract for the supply of IT equipments/Items given in Annexure-1. If HLL is satisfied with the service of the awarded party, may extend the contract to further period with the same rates, terms and conditions.
- 4) The bidder should submit their competitive rates on the format attached in Annexure-1.
- 5) Payment shall be made on monthly basis against submission of Invoice duly certified by the unit IT department.

- 6) The items should be supplied within 15 days after the issue of Purchase order..
- a) All the items should be from corresponding Original Equipment Manufacturer as mentioned in the Annexure-1 .If any fraudulent identified / delay in supply without any sufficient reason/found the items are not from the OEM party, and then the contract will be cancelled with immediate effect.
 - b) The all the items given in Annexure should carry Minimum 3 Year Onsite Warranty from OEM party. During the warranty period, all the defective items should be repaired/replaced without any expenses from HLL.
- 7) If the service/support of the awarded party is found not satisfactory, HLL may cancel the contract at any point of time.
- 8) Bids should be clear in all respects and those with ambiguous clauses shall be summarily rejected.
- 9) HLL reserves the right to reject any or all of the bids without assigning any reason what-so-ever.
- 10) The quotations shall be sent to the following address duly superscribing the envelope 'Quotation for the Rate Contract for the Supply IT Equipments /items '.

Dy.Manager (IT)
HLL Lifecare Ltd
B-14A,Sector-62
Noida-201307,UP
Ph : 0120-4071531/555

Schedule of the bid is given below.

Last date & time for receipt of Bid Submission - 01/06/2013, 3 P.M+
Bid Opening Date& time - 01/06/2013, 3.30 PM
Venue - HLL , B-14A,Sector-62,Noida

Any quotation received after the deadline for submission of bids will be rejected. In the event of the date specified for the bid submission and opening being declared as a holiday for 'HLL' office, the due date of submission of bids and opening of bids will be the following working day at the appointed times.

For HLL Lifecare Ltd

Binu Sundar
Dy.Manager (IT)