

एचएलएल लाइफकेयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम) (A GOVT.OF INDIA ENTERPRISE)  
पेरूरकडा पी.ओ. PEROORKADA. P.O,  
तिरुवनन्तपुरम -695 005 THIRUVANANTHAPURAM-695 005  
PHONE NO: 0471 2437270 / 2539329  
EMAIL: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com) / [materialsnt@gmail.com](mailto:materialsnt@gmail.com)

TENDER NO: HLL/PFT/PUR/COMPUTER STAT-RE/2023

14.08.2023



## **TENDER FOR THE SUPPLY OF COMPUTER ACCESSORIES & CONSUMABLES**

TENDER NO. HLL/PFT/PUR/COMPUTER STAT-RE/2023 dtd14.08.2023

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PHONE NO : 0471 2437270; FAX NO:0471 2435013;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

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## **निविदा सूचना TENDER NOTICE**

तिरुवनन्तपुरम में पेरूरकडा फैक्टरी (पी एफ टी), आक्कुलम फैक्टरी (ए एफ टी), कॉर्पोरेट मुख्य कार्यालय पूजप्पुरा (सी एच ओ), हिंडलैब्स , कॉर्पोरेट अनुसंधान एवं विकास प्रभाग आक्कुलम (सीआरडीसी), और हाइटस पूजप्पुरा , के हमारी यूनिटों में सितम्बर 2023 से अगस्त 2024 की अवधि के लिए कंप्यूटर सहायक उपकरण और उपभोगसामग्रियों की आपूर्ति के लिए सीमित निविदा (दो बोली प्रणाली) (परिमाण ब्यौरा संलग्न शीट के अनुसार)। सामग्री की खरीद संबंधित यूनिटों से आवश्यकताओं के आधार पर कंपित किया जाएगा।

**Limited Tender (Two Bid system) for the Supply of Computer accessories & consumables** to our units in Thiruvananthapuram - Peroorkada Factory (PFT), Akkulam Factory (AFT), Corporate Head Office Poojappura (CHO), HINDLABS, Corporate R&D Division Akkulam (CRDC) and HITES Poojappura, for the period from September 2023 to August 2024 (Quantity wise requirement is as per the attachment sheet). The procurement of materials shall be on staggered basis based on the requirements from the respective units.

उद्योग आधार / उद्यम पंजीकरण के साथ पंजीकृत एम एस एम इ इकाइयाँ अपने मान्य पंजीकरण प्रमाणपत्र प्रदान करेंगी और पंजीकरण प्रमाणपत्रों के सत्यापन के अधीन सूक्ष्म और लघु श्रेणी की इकाइयों को निविदा शुल्क से छूट दी जाएगी।

Technical and price bids shall be submitted in sealed covers separately. Tender No shall be superscribed on the respective covers. The two separately marked covers with Technical Bid & Price bid should be submitted in a single sealed cover superscribing “**Supply of Computer accessories & consumables**” complete in all respects.

### **बोली प्रस्तुत करने की अंतिम तिथि और समय**

Last date and time for submission of bid

:04.09.2023 ; 15:00 Hrs

### **बोली खोलने का दिनांक और समय**

Date and time of opening bid

: 04.09.2023; 15:30 Hrs

Bidders can participate in the tender by paying Rs. 560/- (Inclusive of GST) as Tender Fee and EMD amount of Rs.20, 000/-in favour of HLL LIFECARE LIMITED by RTGS/NEFT

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Tender fee (Non-refundable) and EMD as per the tender conditions shall be paid separately, thru RTGS/NEFT transfer in the following HLL A/c details:

Name of Bank: State Bank of India  
A/c number: 0030307535628  
IFSC Code: SBIN0004350  
Branch name: Commercial Branch,  
Thycaud, Thiruvananthapuram

SSI/ MSME units interested in availing exemption from payment of Tender Fee and EMD should submit a valid copy of their registration certificate issued by the concerned DIC or NSIC/Udyog Aadhaar. **If the bidder is a MSME, it shall declare in the bid document the Udyog Aadhar Memorandum Number/ UDYAM NO issued to it under the MSME Act, 2006. NSIC /SSI/MSME units have to submit a Bid Security Declaration Form.**

SSI/MSE units interested in availing exemption from payment of tender fee & EMD should submit a valid copy of their Udyog Aadhar registration certificate.

महा प्रबंधक (वाणिज्यिक) GENARAL MANAGER (COMMERCIAL&BO)

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**CONTENTS OF BID DOCUMENT**

**BID FORMS**

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3.	SCHEDULE - C	TERMS AND CONDITIONS	16-20
4.	SCHEDULE -I	DECLARATION ACCEPTING TERMS AND CONDITIONS	21
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7.	SCHEDULE - L	MAKE IN INDIA	24
8.	ANNEXURE-1	PRICE BID	25-34

**NOTE: Technical Bid & Price Bid forms shall be submitted in Separate Covers**

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### **INSTRUCTIONS TO BIDDERS**

1.The Bid is intended to procure **Supply of Computer accessories & consumables** for our units in Thiruvananthapuram namely Peroorkada Factory (PFT), Akkulam Factory (AFT), Corporate Head Office Poojappura (CHO), Corporate R&D Division Akkulam (CRDC), and HITES Poojappura, for the period from September 2023 TO August 2024.

2.The Bid is intended to procure **Computer accessories & Consumables** to our units in Thiruvananthapuram.

**The bid consists of two parts:**

**a. Technical Bid b. Price Bid**

3. Bidders can participate in the tender by paying Rs. 560/- (Inclusive of GST) as Tender Fee and EMD amount of Rs.20,000/- in favour of HLL LIFECARE LIMITED by RTGS/NEFT Tender fee (Non-refundable) and EMD as per the tender conditions shall be paid separately, thru RTGS/NEFT transfer in the following HLL A/c details:

Name of Bank: State Bank of India

A/c number: 0030307535628

IFSC Code: SBIN0004350

Branch name: Commercial Branch, Thycaud, Thiruvananthapuram

4) SSI/ MSME units interested in availing exemption from payment of Tender Fee and EMD should submit a valid copy of their registration certificate issued by the concerned DIC or NSIC/Udyog Aadhaar. **If the bidder is a MSME, it shall declare in the bid document the Udyog Aadhar Memorandum Number/ UDYAM NO issued to it under the MSME Act, 2006. NSIC /SSI/MSME units have to submit a Bid Security Declaration Form.**

SSI/MSE units interested in availing exemption from payment of tender fee & EMD should submit a valid copy of their Udyog Aadhaar registration certificate.

**5) Bid submission / Bid opening dates:**

a. The last date & time of Submission of Bids : 04/09/2023; 15.00 hrs

b. Date & Time of opening of Bid : 04/09/2023; 15:30 hrs

In the event of any change in the date mentioned above, the same will be published in our website.

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6) Bids submitted after the closing date and time will not be accepted.

7) The Bidder is expected to examine all specifications (Specification sheet is attached as Schedule B along with tender document), instructions, forms, terms and conditions given in the Bidding document. Failure to furnish all the information required in the Bidding documents or submission of a Bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of the Bid.

8) Any clarification required will have to be obtained one week prior to the Last Date of submission of the Bid.

9) A certificate / Declaration as given in **Schedule I** stating that **DECLARATION ACCEPTING TERMS AND CONDITIONS** of this tender is acceptable should be submitted failing which the tender is likely to be summarily rejected.

10) The validity of the Technical Bid and Price Bid is for a period of one year.

11) The quantity mentioned herein is approximate annual requirement with staggered delivery and in case less or more quantity is required the suppliers should be prepared to effect supply at short notice on the same terms and conditions.

12) The Price Bid of those Tenderers who qualify in the Technical Bid only will be opened.

The date and time of opening of price bid will be intimated separately.

13) Please ensure that no sensitive data pertaining to Price are included in the Technical Bid.

14) The Bidder shall furnish, as part of his Bid, a Bid Security Declaration as detailed in the Tender in schedule IA.

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**Tax Rate applicable for Corporate R&D Centre.**

Based on the Government Notification No.45/2017 dtd.14.11.2017 and Certificate of Department of Scientific & Industrial Research (DSIR), our Corporate R&D Centre (CRDC) is eligible for availing Concessional CGST/SGST @ 2.5% each.

For availing this concessional CGST/SGST @2.5% each, CRDC will issue Essentiality Certificate along with Purchase Orders placed from there.

Hence, the Tax rate for items pertain to CRDC supply will be limited to CGST/SGST@ 2.5% each against the prevailing CGST/SGCT Rates.

The above will be considered for finalizing the rate for CRDC Supplies.

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## SCHEDULE - A

### Minimum Eligibility Criteria for qualifying in the Technical Bid

#### Material: Computer accessories & Consumables

- 1) The vendor should submit Proof of Authorization for Manufacturer(s)/ Authorized Dealer (s) and Leading Distributor (s). The certificate provided shall be issued in the name of the vendor itself by the OEM.
- 2) Earnest Money Deposit of Rs. 20,000/- in the form of a RTGS/NEFT of a scheduled bank issued in favour of HLL Lifecare Limited, Thiruvananthapuram, Tender fee (Non-refundable) and EMD as per the tender conditions shall be paid separately, thru RTGS/NEFT transfer in the following HLL A/c details:  

Name of Bank: State Bank of India  
A/c number: 0030307535628  
IFSC Code: SBIN0004350  
Branch name: Commercial Branch,  
Thycaud, Thiruvananthapuram
- 3) The minimum annual turnover of the bidder (Manufacturer/ Authorized Dealer (s) and Leading Distributor (s)) should be Rs.10 lakhs. Vendors are required to submit copies of P & L and balance sheet relating to the last three years in support of their claim.
- 4) The vendor should have executed supply for the Work Orders executed for Govt. Institutions/Banks/PSU's (to submit proof).
- 5) The bid of vendors who have supplied the materials and got rejected twice and prompt replacement is not made will not be considered for price bid opening
- 6) Vendors who do not meet the minimum eligibility criteria shall be considered as DISQUALIFIED in the tender. Their Price Bid will not be opened.



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**SPECIFICATION**

**SCHEDULE - B**

SL. NO.	ITEM CODE	ITEM DESCRIPTION	ITEM SPECIFICATION
1	1310510114	CARTRIDGE-HP DESKJET D2568 /D1668 BLACK (NO.818)	HPD2568 /D1668 -BLACK (NO.818)
2	1310510115	CARTRIDGE-HP DESKJET D2568 / D1668 COLOUR (NO.818)	HP D2568 /D1668 -COLOUR (NO.818)
3	1310510448	EPSON L310 INK TANK PRINTER-Black -664	EPSON L310-Black -664
4	1310510536	HP LASERJER PRINTER-M436N-CF256A	HP M436N-CF256A
5	1310510350	HP OFFICEJET PRO CATRIDGE 951 CYAN	HP OFFICEJET PRO CATRIDGE 951 CYAN
6	1310510351	HP OFFICEJET PRO CATRIDGE 951 MAJENTA	HP OFFICEJET PRO CATRIDGE 951 MAJENTA
7	1310510352	HP OFFICEJET PRO CATRIDGE 951 YELLOW	HP OFFICEJET PRO CATRIDGE 951 YELLOW
8	1310510461	CATRIDGE FOR HP OFF. JET PRO 8210 BLACK (955 XL)	CATRIDGE FOR HP OFF. JET PRO 8210 BLACK (955 XL)
9	1310510462	CATRIDGE FOR HP OFF. JET PRO 8210 CYAN	CATRIDGE FOR HP OFF. JET PRO 8210 CYAN
10	1310510463	CATRIDGE FOR HP OFF. JET PRO 8210MAJNTA	CATRIDGE FOR HP OFF. JET PRO 8210MAJNTA

We hereby agree to supply the above material as per the specification listed herein.

Place:

Name & Signature of the Bidder

Date:

(With office seal)

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**SPECIFICATION**

**SCHEDULE - B**

SL. NO.	ITEM CODE	ITEM DESCRIPTION	ITEM SPECIFICATION
11	1310510464	CATRIDGE FOR HP OFF. JET PRO 8210 YELLOW	CATRIDGE FOR HP OFF. JET PRO 8210 YELLOW
12	1310510518	CATRIDGE 680 BLACK HP PRINTER	CATRIDGE 680 BLACK HP PRINTER
13	1310510519	CATRIDGE 680 TRI-COLOUR HP PRINTER	CATRIDGE 680 TRI-COLOUR HP PRINTER
14		EPSON 1455 DUPLEX T664 (70 ML)BLACK	EPSON 1455 DUPLEX T664 (70 ML)BLACK
15	1310510426	CANON LBP 9100-322-CYAN	CANON LBP 9100-322- CYAN
16	1310510427	CANON LBP 9100-322-MAGENTA	CANON LBP 9100-322- MAGENTA
17	1310510428	CANON LBP 9100-322-YELLOW	CANON LBP 9100-322- YELLOW
18		HP DESIGNJET -728 - YELLOW (YELLOW- 130 ML(Plotter)	HP DESIGNJET -728 -YELLOW (YELLOW- 130 ML(Plotter)
19		HP DESIGNJET -728 - MAGENTA (MAGENTA- 130 ML(Plotter)	HP DESIGNJET -728 -MAGENTA (MAGENTA- 130 ML(Plotter)

We hereby agree to supply the above material as per the specification listed herein.

Place:  
Date:

Name & Signature of the Bidder  
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SCHEDULE - B

**SPECIFICATION**

SL. NO.	ITEM CODE	ITEM DESCRIPTION	ITEM SPECIFICATION
22		HP DESIGNJET -728 -CYAN (CYAN- 130 ML(Plotter)	HP DESIGNJET -728 -CYAN (CYAN- 130 ML(Plotter)
21		HP DESIGNJET -728 -MATTE BLACK (MATTE BLACK- 300 ML(Plotter)	HP DESIGNJET -728 -MATTE BLACK (MATTE BLACK- 300 ML(Plotter)
22	1310510550	Drum Unit for HP Lasserjet MFP 436	Drum Unit for HP Lasserjet MFP 436
23	1310510546	Drumkit for canon image NPJ59 Black	Drumkit for canon image NPJ59 Black
24	1310510543	HP 803 Black	HP 803 Black
25	1310510548	Inkjet for canon pixma GI70 (Yellow)	Inkjet for canon pixma GI70 (Yellow)
26	1310510549	Inkjet for canon pixma GI70 (Majenta)	Inkjet for canon pixma GI70 (Majenta)

We hereby agree to supply the above material as per the specification listed herein.

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**SPECIFICATION**

**SCHEDULE - B**

SL. NO.	ITEM CODE	ITEM DESCRIPTION	ITEM SPECIFICATION
27	1310510542	Inkjet for canon pixma GI70 (cyan)	Inkjet for canon pixma GI70 (cyan)
28	1310510554	EPSON ECO TANK L6160-CYAN INK BOTTLE	EPSON ECO TANK L6160- CYAN INK BOTTLE
29	1310510555	EPSON ECO TANK L6160-MAGENTA INK BOTTLE	
30	1310510556	EPSON ECO TANK L6160-YELLOW INK BOTTLE	EPSON ECO TANK L6160- YELLOW INK BOTTLE
31		HP Laserjet pro M405dn Cartridge model 77A	
32		EPSON L6170-001Cyan Ink	
33		EPSON L6170-001YELLOW Ink	
34		EPSON L6170-001Magenta Ink	
35	1310510557	ORIGINAL HP TONER CATRIDGE-HP LJ PRO M 405 Dn	HP-CF277A
36		IMAGING UNIT FOR Canon Image Runner 2006N	
37	1310510515	INK CATRIDGE EPSON	YELLOW(001)
38	1310510516	INK CATRIDGE EPSON	CYAN(001)
39	1310510517	INK CATRIDGE EPSON	BLACK(001)

We hereby agree to supply the above material as per the specification listed herein.

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**SPECIFICATION**

**SCHEDULE - B**

SL. NO.	ITEM CODE	ITEM DESCRIPTION	ITEM SPECIFICATION
40		CARTRIDGE FOR HP LASER JET M202 DW	
41		CARTRIDGE FOR HP LASER JET CP1025 COLOUR	
42		CANON PIXMA G2000 (INK) - Ink Bottle GI-790 (Pigment Black)	
43	1310510094	CARTRIDGE-HP 840 C INKJET-BLACK (NO.15)	
44	1310510131	CARTRIDGE-RIBBON-132 COL.DOT MATRIX (Original-Make:Wipro/Epson)	
45		Original colour ink Cartridge (Model PFI-050)	
46		Maintenance Cartridge unit (Model: Canon MC 32)	

We hereby agree to supply the above material as per the specification listed herein.

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Name & Signature of the Bidder

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**(भारत सरकार का उद्यम)(A GOVT.OF INDIA ENTERPRISE)**  
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 तिरुवनन्तपुरम -695 005 **THIRUVANANTHAPURAM- 695 005**  
**PHONE NO : 0471 2437270; FAX NO:0471 2435013;**  
 e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/COMPUTER STAT-RE/2023

14.08.2023

SPECIFICATION		SCHEDULE - B	
SL. NO.	ITEM CODE	ITEM DESCRIPTION	ITEM SPECIFICATION
47	1310510125	COMPACT DISK-R	
48	1310510128	COMPACT DISK-R	
49	1310510130	DVD-R (4.5GB)- INDIVIDUAL PACK	
50	1310510129	DVD-R (4.5GB)	
51	1310510295	DATA TRAVELLER(PEN DRIVE)-16 GB	
52		32GB Pendrive	
53	1251810047	16 GB Pendrive	
54		8GB Pendrive	
55		64 GB Pendrive	
56		HARD DISK 500 GB	
57		MOUSE	

We hereby agree to supply the above material as per the specification listed herein.

Place:

Name & Signature of the Bidder

Date:

(With office seal)

एचएलएल लाइफकेयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम)(A GOVT.OF INDIA ENTERPRISE)  
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**SPECIFICATION**

**SCHEDULE - B**

SL. NO	ITEM CODE	ITEM DESCRIPTION	ITEM SPECIFICATION
58		KEYBOARD	
59	1310510565	EPSON ECO TANK M3170BLACK INK BOTTLE-012	
60		RIBBON CATRIDGE FOR EPSON FX2175 DOT MATRIX	
61	13105100567	CATRIDGE RIBBON FOR EPSON LX310+	
62		CPU	
63		COMPACT DISK	
64		HP PRINTER S.NO.4SR29-64002	
65		CANON PRINTER S.NO:NTNA517143	
66		HP PRINTER S.NO:CNB3Q2BZ76	

We hereby agree to supply the above material as per the specification listed herein.

Place:  
Date:

Name & Signature of the Bidder  
(With office seal)

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**SCHEDULE - C**

**TERMS & CONDITIONS**

1. (a) In the event of failure on the part of the supplier to supply the material as per the delivery schedule or supply material at the agreed rate during the contract period, HLL would procure the material from alternate source at the risk and cost of supplier.
- (b) Failure to supply the material after participating in the Tender will result in blacklisting of the supplier for a minimum period of one year.
2. Conditional tenders/tenders with deviation will not be accepted.
3. Earnest Money Deposit of Rs. 20,000/- in the form of a RTGS/NEFT of a scheduled bank issued in favour of HLL Lifecare Limited, Thiruvananthapuram, Tender fee (Non-refundable) and EMD as per the tender conditions shall be paid separately, thru RTGS/NEFT transfer in the following HLL A/c details:  
  
Name of Bank: State Bank of India  
A/c number: 0030307535628  
IFSC Code: SBIN0004350  
Branch name: Commercial Branch,  
Thycaud, Thiruvananthapuram
4. The quantity mentioned herein is approximate annual requirement and in case the company requires more/less quantity, the supplier should be prepared to effect supply at short notice at the agreed rate, terms and conditions.
5. The tenderer shall be in a position to supply the items as and when ordered within 10 days of placement of order/LOI.
6. HLL reserves the right to split up the quantity and place the order on more than one supplier and also reserves the right to accept or reject the offer without assigning any reason.
7. The tender is liable to be suspended or cancelled at anytime at the discretion of the company without assigning any reason.



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8. Units Registered with UDHYOG ADHAR/UDHYAM shall provide valid acknowledgement certificate.
9. Units Registered with UDHYOG AADHAR/ UDHYAM belonging to SC/ST Owners shall mention the same separately
10. 25% of annual procurement value will be sourced from Micro and Small Enterprises (MSE), out of which 4% is earmarked for procurement from MSME's owned by SC or ST entrepreneurs and 3% is earmarked for procurement from MSE's owned by Women entrepreneurs. In the event of failure of SC or ST or Women entrepreneurs to participate in tender or meet tender requirements/conditions regarding price the same will be sourced from other MSE enterprises.
11. Start-up units interested in availing exemption from payment of tender fee & EMD shall submit a valid copy of Registration Certificate from Department of Industrial Policy & Promotion on or before due date as per tender notice. But the party has to provide security deposit if Tender is awarded to them. The shall submit a valid copy of Registration certificate from Department of Industrial policy & Promotion.
12. Indemnity clause shall be signed, sealed by the bidder and submitted.

In the event of placing orders: -

- a) In case of rejection, the material should be taken back and replaced at supplier's risk and cost within 7 days of intimation from HLL.
- b) The supplier shall supply strictly as per the order terms in respect of quantity and quality. HLL reserves the right not to receive material beyond the delivery date given in the order.
- c) The supplier shall supply as per the rate quoted and other terms and conditions for a period of one year during which period no price escalation and no change in terms and conditions will be allowed on any ground.
- d) Acceptance of the delayed supplies and excess quantity is solely at the discretion of HLL.
- e) The parties have to abide by delivery schedule given in the supply order strictly. Penalty @ 0.5% value of the materials per week of delay subject to a maximum of 7.5% of the value of the supply defaulted will be imposed if material is accepted by the company after the stipulated delivery period
- f) Supplier shall agree to take back the used empty cartridge (of the previous supply) back

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while supplying the next consignment

- g) All dispatch documents like delivery note/challan, packing list and invoice should contain the following details
- i. Purchase Order No.& date
  - i. Description of items as contained in the Purchase Order along with HSN Code.
  - ii. Quantity dispatched
  - iii. Total Number of packages/ serially numbered
  - iv. HLL's GST No & Suppliers GST No.

The LR no. should be intimated immediately after dispatch of the material by email/fax

h) The following documents should accompany the consignment

- a. Invoice in triplicate
- b. Delivery Note/Challan
- c. Packing List
- d. LR/AWB/----

i) Mode of Transport shall be by road, unless otherwise specified.

j) Payment will be made by RTGS within 30 days of receipt, inspection subject to acceptance of the material.

k) The jurisdiction of any dispute, suits and proceedings arising out of this tender shall be only in the court of Thiruvananthapuram.

l) Preference to Make in India

Preference shall be given to local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a local supplier, should be as per relevant notification / order issued by the nodal ministry as available on the website of Department of Promotion of Industries and Internal Trade (DPIIT). If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted.

Verification of Local Content:

a) The supplier at the time of tender, bidding or solicitation shall be required to indicate percentage of local content and provide self certification that the items offered

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meets the local content requirement for supplier, as the case may be. They shall also give the details of the locations (s) at which the local value addition is made.

b) In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in - India) order 2017 and subsequent amendment dated 16.09.2020 and any other amendments which may be made from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products.

Rule 144 (xi) of the GFR regarding restrictions on procurement from a bidder of a which mandates the bidder from a country sharing land border with India

Regarding restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

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SCHEDULE - C

### INDEMNITY CLAUSE:

If the supplier fails to execute the order within the time prescribed for the delivery of goods ordered or violates or infringes the existing rates as agreed to as mentioned in the supply order, the supplier shall and will indemnify the company against all losses or damages whatsoever to be incurred or sustained including the legal cost or expenses incurred by the company by reason of non-delivery of goods at agreed quantity and rate within the time specified in the supply order. The company will initiate legal action if the supplier fails to execute the supply order as per the schedule in the supply order for the actual loss suffered. No quantity tolerance will be permitted in this regard unless otherwise prior approval is taken by the company before dispatching any excess quantity supplied which shall be returned back on freight to pay basis at the risk of the supplier. Responsiveness of the Bid shall be at the discretion of HLL.

The supplier shall have no right to change the quantity stipulated in the supply order.

Bid pronounced Non Responsive by HLL shall be summarily rejected.

The decision of HLL will be final and no correspondence of this shall be entertained.

We have read and understood the above conditions and agree to abide by the same.

PLACE:  
DATE:

NAME AND SIGNATURE OF THE BIDDER  
(WITH OFFICE SEAL)

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**SCHEDULE - I**

### **DECLARATION**

We confirm having read and understood all the specifications (schedule A), instructions, forms, terms and conditions (schedule C) and other requirements of the above tender (both expressed and implied) in full and that we agree to abide by all without any deviation.

SEAL OF THE BIDDER

SIGNATURE

NAME AND ADDRESS OF BIDDER

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SCHEDULE -IA

**BID SECURITY DECLARATION**

(To be submitted in the letter head of the firm indicating full name and address, telephone & fax numbers etc.)

From

To  
The General Manager (Commercial)  
HLL Lifecare Limited  
(A Government of India Enterprise),  
PEROORKADA FACTORY, Thiruvananthapuram – 695 005,

Dear Sir,

I / We, hereby declare that if we withdraw or modify the bids during the period of Validity, we agree to be suspended for the time specified in the Tender Documents.

Yours faithfully,

SIGNATURE OF THE BIDDER WITH SEAL

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**SCHEDULE - K**

**QUESTIONNAIRE TO BE FILLED FOR MINIMUM ELIGIBILITY CRITERIA**

1. Proof of Authorization for Manufacturer(s)/  
Authorized Dealer(s) & Leading Distributor(s) : Attached/Not  
Attached
2. Proof of Turnover & Profit/Loss for last 3 years : Attached/Not Attached
3. Average Annual Turnover during the  
last Three years. : Attached/Not  
Attached
4. Copies of Work Orders executed for  
Govt.Institution/Banks/PSU's if an : Attached/Not Attached
- 5) EMD /Tender fees transaction details: Attached/Not Attached
- 6)MSME/UDYAM Certificate: Attached/Not Attached

PLACE:  
DATE:

NAME AND SIGNATURE OF THE APPLICANT  
(WITH OFFICE SEAL)

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SCHEDULE - L

**TECHNICAL BID**

**DECLARATION FOR MAKE IN INDIA**

Dear Sir/ Madam,

With reference to the above tender for the supply of ....., we confirm the product offered is with a percentage of local content more than 20% / 50%.

Name & signature of Tenderer



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**PRICE BID FOR THE SUPPLY OF COMPUTER  
ACCESSORIES & CONSUMABLES**

TENDER NO. HLL/PFT/PUR/COMPUTER STAT-RE/2023 dtd 14.08.2023

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ANNEXURE-1

## PRICE BID

### CONTENTS

Bidders are requested to enter the rates in the respective column provided for Rate/Unit and taxes in percentage and submit hard copy of their Price Bid. Please note that details of price and tax have to be entered in the form provided and no other format is to be used for the same.

Rate quoted shall be the Basic rate (Inclusive of all charges) and Taxes separately (should be mentioned in Percentage) in the price bid.

The attached price bid may duly be filled as indicated with you offered rates and submitted.

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ANNEXURE -1

**PRICE BID**

**PRICE BID FOR SUPPLY OF COMPUTER ACCESSORIES & CONSUMABLES 2022-23**

SL. NO.	ITEM CODE	ITEM DESCRIPTION	UOM	TOTAL QTY	BASIC PRICE PER UNIT (RS)	GST (%) (RS)	LANDED COST PER UNIT	TOTAL AMOUNT (RS)
1	1310510114	CARTRIDGE-HP DESKJET D2568 /D1668 BLACK (NO.818)	NO	5				
2	1310510115	CARTRIDGE-HP DESKJET D2568 / D1668 COLOUR (NO.818)	NO	5				
3	1310510448	EPSON L310 INK TANK PRINTER-Black -664	NO	20				
4	1310510536	HP LASERJER PRINTER- M436N- CF256A	NO	5				
5	1310510350	HP OFFICEJET PRO CATRIDGE 951 CYAN	NO	5				
6	1310510351	HP OFFICEJET PRO CATRIDGE 951 MAJENTA	NO	5				

Certified that the rate quoted will hold good for one year during which period no upward revision will be asked for.

Place:  
Date:

**Name & Signature of the applicant**  
(With office seal)

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**PRICE BID**

**PRICE BID FOR SUPPLY OF COMPUTER ACCESSORIES & CONSUMABLES 2022-23**

SL. NO.	ITEM CODE	ITEM DESCRIPTION	UOM	TOTAL QTY	BASIC PRICE PER UNIT (RS)	GST (%) (RS)	LANDED COST PER UNIT	TOTAL AMOUNT (RS)
7	1310510352	HP OFFICEJET PRO CATRIDGE 951 YELLOW	NO	5				
8	1310510461	CATRIDGE FOR HP OFF. JET PRO 8210 BLACK (955 XL)	NO	10				
9	1310510462	CATRIDGE FOR HP OFF. JET PRO 8210 CYAN	NO	7				
10	1310510463	CATRIDGE FOR HP OFF. JET PRO 8210MAJNTA	NO	7				
11	1310510464	CATRIDGE FOR HP OFF. JET PRO 8210 YELLOW	NO	7				
12	1310510518	CATRIDGE 680 BLACK HP PRINTER	NO	5				
13	1310510519	CATRIDGE 680 TRI-COLOUR HP PRINTER	NO	5				
14		EPSON 1455 DUPLEX T664 (70 ML)BLACK	NO	5				

Certified that the rate quoted will hold good for one year during which period no upward revision will be asked for.

Place:

**Name & Signature of the applicant**  
(With office seal)

Date:

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SL. NO.	ITEM CODE	ITEM DESCRIPTION	UOM	TOTAL QTY	BASIC PRICE PER UNIT (RS)	GST (%) (RS)	LANDED COST PER UNIT	TOTAL AMOUNT (RS)
15	1310510426	CANON LBP 9100-322- CYAN	NO	1				
16	1310510427	CANON LBP 9100-322- MAGENTA	NO	1				
17	1310510428	CANON LBP 9100-322- YELLOW	NO	1				
18		HP DESIGNJET -728 - YELLOW (YELLOW- 130 ML(Plotter)	NO	3				
19		HP DESIGNJET -728 - MAGENTA (MAGENTA- 130 ML(Plotter)	NO	3				
20		HP DESIGNJET -728 - CYAN (CYAN- 130 ML(Plotter)	NO	3				
21		HP DESIGNJET -728 - MATTE BLACK (MATTE BLACK- 300 ML(Plotter)	NO	3				

Certified that the rate quoted will hold good for one year during which period no upward revision will be asked for.

**Name & Signature of the applicant**  
(With office seal)

Place:

Date:

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**PRICE BID**

**PRICE BID FOR SUPPLY OF COMPUTER ACCESSORIES & CONSUMABLES 2022-23**

SL. NO.	ITEM CODE	ITEM DESCRIPTION	UOM	TOTAL QTY	BASIC PRICE PER UNIT (RS)	GST (%) (RS)	LANDED COST PER UNIT	TOTAL AMOUNT (RS)
22	1310510550	Drum Unit for HP Lasserjet MFP 436	NO	5				
23	1310510546	Drumkit for canon image NPJ59 Black	NO	10				
24	1310510543	HP 803 Black	NO	10				
25	1310510548	Inkjet for canon pixma GI70 (Yellow)	NO	5				
26	1310510549	Inkjet for canon pixma GI70 (Majenta)	NO	5				
27	1310510542	Inkjet for canon pixma GI70 (cyan)	NO	5				
28	1310510554	EPSON ECO TANK L6160- CYAN INK BOTTLE	NO	5				
29	1310510555	EPSON ECO TANK L6160- MAGENTA INK BOTTLE	NO	5				

Certified that the rate quoted will hold good for one year during which period no upward revision will be asked for.

Place:

Date:

**Name & Signature of the applicant**  
(With office seal)

एचएलएल लाइफकेयर लिमिटेड HLL LIFECARE LIMITED  
(भारत सरकार का उद्यम)(A GOVT.OF INDIA ENTERPRISE)

पेरूरकडापी.ओ. PEROORKADA. P.O,

तिरुवनन्तपुरम -695 005 THIRUVANANTHAPURAM- 695 005

PHONE NO : 0471 2437270; FAX NO:0471 2435013;

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30	1310510556	EPSON ECO TANK L6160- YELLOW INK BOTTLE	NO	5				
31		HP Laserjet pro M405dn Cartridge model 77A	NO	30				
32		EPSON L6170-001Cyan Ink	NO	8				
33		EPSON L6170-001YELLOW Ink	NO	8				
34		EPSON L6170-001Majenta Ink	NO	8				
35	1310510557	ORIGINAL HP TONER CATRIDGE- HP LJ PRO M 405 Dn	NO	50				
36		IMAGING UNIT FOR Canon Image Runner 2006N	NO	2				
37	1310510515	INK CATRIDGE EPSON(Yellow(001))	NO	1				
38	1310510516	INK CATRIDGE EPSON(Cyan(001))	NO	1				
39	1310510517	INK CATRIDGE EPSON(Black(001))	NO	1				

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40		CARTRIDGE FOR HP LASER JET M202 DW	NO	3				
41		CARTRIDGE FOR HP LASER JET CP1025 COLOUR	NO	3				
42		CANON PIXMA G2000 (INK) - Ink Bottle GI-790 (Pigment Black)	NO	20				
43		CARTRIDGE-HP 840 C INKJET-BLACK (NO.15)	NO	5				
44		CARTRIDGE-RIBBON-132 COL.DOT MATRIX (Original-Make:Wipro/Epson)	NO	50				
45		Original colour ink Cartridge (Model PFI-050)	NO	5				
46		Maintenance Cartridge unit (Model: Canon MC 32)	NO	2				
47	1310510125	COMPACT DISK-R	NO	60				
48	1310510128	COMPACT DISK-R	NO	30				
49	1310510130	DVD-R (4.5GB)- INDIVIDUAL PACK	NO	70				
50	1310510129	DVD-R (4.5GB)	NO	70				



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51	1310510295	DATA TRAVELLER(PEN DRIVE)-16 GB	NO	6				
52		32 GB Pendrive	NO	10				
53	1251810047	16 GB Pendrive	NO	10				
54		8 GB Pendrive	NO	5				
55		64 GB Pendrive	NO	5				
56		HARD DISK 500 GB	NO	7				
57		MOUSE	NO	30				
58		KEYBOARD	NO	30				
59	1310510565	EPSON ECO TANK M3170BLACK INK BOTTLE-012	NO	5				

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60		RIBBON CATRIDGE FOR EPSON FX2175 DOT MATRIX PRINTER	NO	5				
61	13105100567	CATRIDGE RIBBON FOR EPSON LX310+	NO	20				
62		CPU	NO	10				
63		COMPACT DISK	NO	20				
64		HP PRINTER S.NO.4SR29-64002	NO	2				
65		CANON PRINTER S.NO:NTNA517143	NO	2				
66		HP PRINTER S.NO:CNB3Q2BZ76	NO	2				

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