

NOTICE INVITING TENDER

HLL Infra Tech Services Limited (HITES)

B-14A, Sec-62 G.B. Nagar Noida -201307

Ph. No.0120-4071500; Fax: 0120-4071513

TED No.: HITES/IT-03/16-17/0010

Date 17/Feb/2017

HLL Infra Tech Services Limited invites **tender** for conclusion of **Rate Contract** from eligible and qualified bidders for Supply of following **Original Printer Cartridge and IT hardware Items**.

Important Dates:

Name of the Tender	Rate Contract for <u>Original Printer Cartridge and IT hardware Items</u>
Document downloading date & time	20th Feb 2017 : 1030 IST
Last date & time of submission of Tender and EMD	06th Mar 2017 : 1500 IST
Earnest Money Deposit (By means of DD-favoring HLL Infra Tech Services Limited- Noida	Rs.2,000/-, To be submitted in original form on or before 06.03.2017 1400 Hrs. (IST)
Date & time of opening of Tender (Technical Bid)	07th Mar 2016 1500 Hrs. (IST)

The list of items are divided in two groups A & B.

Group A-For Printer Cartridges & Toner

Group B - For IT Hardware and accessories.

Terms and Conditions:

1. The tender enquiry is for fixation of rate and agency for supply of tendered items for a period of **ONE YEAR** & extendable up to a period of **ONE additional year** on same Rates & Terms & Conditions.
2. Quantities mentioned above are indicative and purchaser does not commit confirmed drawl against this rate Contract.
3. Bidders are requested to download the tender enquiry document from the website <http://hllhites.com/tender/>
4. Bidders are required to quote for at least one Group (all items) mentioned in items list.
It implies that an individual bidder has to quote for all Line Items within a Group is essential.
5. EMD amount of Rs. 2,000/- for the total tender by means of demand draft in favour of "**HLL Infra Tech Services Limited**" payable at Noida. **Tenders without EMD stands rejected.**
6. The purchaser reserves the right to accept or reject a tender either in part or in full without assigning any reason.
7. Tender should be valid for its acceptance for a period of 60 days.

Bid specific Instruction to Bidders (BIDDING PROCESS):

Technical Bid:-

Sl	Nature / Citation of the Document	Remarks-If Any
1	PAN , Sales Tax/VAT registration	Attach Scan Copy ,Self Authenticated
2	EMD for Rs.2,000/- Favoring HLL Infra Tech Services Limited payable at Noida	In original DD in an Envelope marked as “EMD”

Price Bid: Should be kept in separate envelop duly sealed and marked as Price Bid.

(Price format is attached in Annex. A)

1st Envelop Contains: Technical Bid

2nd Envelop Contains: “EMD “or Valid NSIC certificate or MSME certificate

3rd Envelop contains: Price Bid

All three envelops should be kept in 4th Common Envelop. Which should be **super scribed with TENDER NO., Due Date of Opening, Title as “Rate Contract for Original Printer Cartridge and IT hardware Items”**.

Eligibility Criteria:

Price bids of only those bidders would be considered, who comply with technical bid requirement as mentioned in TED.

Note:-The L1 would be determined for both the Group separately not item wise within the group.

Delivery period:

The goods shall be delivered at the purchaser’s site within 7 days on placement of supply order(s) against the rate contract awarded.

General Condition:

- a. 100% payment shall be made against submission of following documents:
 - A. Tax invoice in duplicate.
 - B. Proof of receipt and acceptance.
8. Amendment to this tender document, if any, shall be published in the website mentioned above. Prospective bidders may please refer the website regularly till the time of closing of submission of bid.
9. The sealed BIDS may be addressed and sent to:-

Dy. General Manager-IT

HLL Infratech Services Limited (HITES)

B-14A, Sec-62 , Noida-201307 (UP)

Annex. A (Price Format)

Sl.	Item	Configuration	Make	Unit Price (Rs.-Incl. Taxes)
Group-A				
1	Cartridges for printer	HP 531	Laserjet Printer	
2		HP 532	Laserjet Printer	
3		HP 533	Laserjet Printer	
4		HP 530	Laserjet Printer	
5		HP 05 A	Laserjet Printer	
6		HP CE740A	Laserjet Printer	
7		HP CE741A	Laserjet Printer	
8		HP CE742A	Laserjet Printer	
9		HP CE743A	Laserjet Printer	
10		CANON-328	Laserjet Printer	
11		CANON-NPG 28	Laserjet Printer	
12		BROTHER - 2255/TN2260/TN 2280	Laserjet Printer	
13		HP 12 A	Laserjet Printer	
14		HP 36 A	Laserjet Printer	
15		HP 78 A	Laserjet Printer	
16		HP 53 A	Laserjet Printer	
17		HP 80 A	Laserjet Printer	
18		HP 55A	Laserjet Printer	
19		Canon 337 (BLACK)	Laserjet Printer	
20		Canon NPG 59 (BLACK)	Laserjet Printer	

21		HP201A- CF401A- (CYAN)	Laserjet Printer	
22		HP201A- CF400A (BLACK)	Laserjet Printer	
23		HP201A- CF402 A (YELLOW)	Laserjet Printer	
24		HP201A- CF 403A (MAGENTA)	Laserjet Printer	
25		HP30A (CF230A) (BLACK)	Laserjet Printer	
27		CANON NPG 28	Laserjet Printer	
28		CANON NPG 59	Laserjet Printer	
29		HP CE 410 A	Laserjet Printer	
30		HP CE 411 A	Laserjet Printer	
31		HP CE 412 A	Laserjet Printer	
32		HP CE 413 A	Laserjet Printer	
33		HP 950 XL - Black	Inkjet Printer	
34		HP 951 XL - Cyan	Inkjet Printer	
35		HP 951 XL - Magenta	Inkjet Printer	
36		HP 951 XL - Yellow	Inkjet Printer	
37		HP 9370	Plotter- Inkjet Printer	
38		HP 9371	Plotter- Inkjet Printer	
39		HP 9372	Plotter- Inkjet Printer	
40		HP 9373	Plotter- Inkjet Printer	
41		HP 9374	Plotter- Inkjet Printer	
42		HP 9403	Plotter- Inkjet Printer	
43		HP 30A CF230A (Cartridge)	Laser jet Printer	

Group-B		Unit Price (Rs.-Incl. Taxes)	
1	LENOVO THINK PAD – Laptop Battery	LENOVO	
	HP 250- Laptop Battery	HP	
2	EXTERNAL HDD -1 TB	SEAGATE/WD/HP / SAMSUNG	
3	Optical Mouse & Keyboard Set (Wireless)	MICROSOFT/HP/ LENEVO/LOGITECH	
4	Wireless Mouse	DELL/HP/LOGITECH	
5	Alkaline I battery, 1.5 volt, AA	Duracell	
6	Alkaline battery, 1.5volt AAA	Duracell	
7	Telephone Line cable (RJ 11) (100 mtr. Length)		
8	RJ 11 connector		
9	RJ 45 connector		
10	IO box – 4 port		
11	Face Plate- 4 port		
12	Cat 6 UTP cable – 300 mtr. Length box		
13	Telephone: Set - with display feature - Corded	Beetel M71	

Bidder Name:

Seal and Sign.

Address: