

एचएलएल लाइफ़केयर 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/TONER CARTRIDGE/2023-24

27.04.2023



# TENDER FOR SUPPLY OF COMPATIBLE TONER CARTRIDGES

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;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

## निविदा सूचना TENDER NOTICE

तिरुवनन्तपुरम में पेरूरकडा फैक्टरी (पी एफ टी), आक्कुलम फैक्टरी (ए एफ टी), कॉर्पोरेट मुख्य कार्यालय पूजप्पुरा (सी एच ओ), कॉर्पोरेट अनुसंधान एवं विकास प्रभाग आक्कुलम (सीआरडीसी), हिंदलैब मेडिकल कॉलेज तिरुवनन्तपुरम और हाइटस पूजप्पुरा के हमारी यूनिटों में जून 2023 से मई 2024 की अवधि के लिए संगत टोनर कार्ट्रिज की आपूर्ति के लिए सीमित बोली के तहत ई-निविदा (स्थान के साथ परिमाण ब्यौरा संलग्न शीट के अनुसार)। सामग्री की खरीद संबंधित इकाइयों से आवश्यकताओं के आधार पर कंभित किया जाएगा।

**Limited Tender (Single Bid system)** for the **Supply of Compatible toner cartridges** to our units in Thiruvananthapuram - Peroorkada Factory (PFT), Akkulam Factory (AFT), Corporate Head Office Poojappura (CHO), Corporate R&D Division Akkulam (CRDC), HINDLAB Medical college Thiruvananthapuram and HITES Poojappura for the period from June 2023 to May 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.

बोलीदाता एचएलएल लाइफकेयर लिमिटेड के नाम में तिरुवनन्तपुरम में डिमांड ड्राफ्ट द्वारा निविदा शुल्क रु.560/- भुगतान करके निविदा में भाग ले सकता है। 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।

**Bidders can participate in the tender by paying Tender fee amount of Rs 560/- by demand draft drawn in favour of HLL LIFECARE LIMITED payable at Trivandrum. MSME units Registered with UDHYOG AADHAR/UDHYAM REGISTRATION shall provide their valid registration certificates and units under micro and small category will be exempted from Tender fee, subject to verification of the registration certificates.**

निविदा लागत रुपये 560/- भुगतान करने पर, एचएलएल क्रय विभाग में निविदा दस्तावेज और विनिर्देश आदि उपलब्ध हैं।

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;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**Tender document and specification etc. are available in Purchase Department, HLL Lifecare Limited, Trivandrum upon payment of Rs.560/- as Demand draft as Tender cost.**

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

**Last date and time for submission of bid**

**: 17/05/2023; 15:00 Hrs**

**बोली खोलने का दिनांक और समय**

**Date and time of opening bid**

**: 17/05/2023; 15:30 Hrs**

बोलदाताओं के लिए निर्देश Instruction to Bidders

1. कृपया बोली देने के पहले बोलीधारक सहायक दस्तावेज़ देखें।  
Please go through the tender document before proceeding for bidding
2. कृपया सुनिश्चित करें कि बोली शुरू करने से पहले सभी आवश्यक शर्तें यथावत हैं।  
Please ensure that all prerequisites are in place before starting for bidding

महा प्रबंधक (वाणिज्यिक & बी ओ) GENERAL MANAGER (COMMERCIAL&BO)

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;  
e-mail: [materialspft@lifecarehl.com](mailto:materialspft@lifecarehl.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

### **CONTENTS OF BID DOCUMENT**

#### **BID FORMS**

SL.NO.	Schedules	Description	Page.No
1.	<b>SCHEDULE - B</b>	<b>SPECIFICATION</b>	7-10
2.	<b>SCHEDULE - C</b>	<b>TERMS AND CONDITIONS</b>	11-15
3.	<b>SCHEDULE - I</b>	<b>DECLARATION ACCEPTING TERMS AND CONDITIONS</b>	16
4.	<b>SCHEDULE - IA</b>	<b>BID SECURITY DECLARATION</b>	18
5.	<b>SCHEDULE - L</b>	<b>MAKE IN INDIA</b>	
6.	<b>ANNEXURE-1</b>	<b>PRICE BID</b>	20-27

Bidders are requested to attach following filled, duly signed and sealed documents as attachments:

1. Specification Schedule – B
2. Indemnity Clause of Schedule – C
3. Declaration available in Schedule - I
4. Tender acceptance form in Schedule – I
5. Bid security declaration in Schedule – IA
6. Requisition for E-payment in Schedule– I

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;  
e-mail: [materialspft@lifecarehl.com](mailto:materialspft@lifecarehl.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24 27.04.2023

**Bidders are requested to submit hard copy of their price bid at Purchase Department, HLL Peroorkada, Thiruvananthapuram on or before 17.05.2023, 15.00 Hrs.**

### **INSTRUCTIONS TO BIDDERS**

1. The Bid is intended to procure **Compatible toner cartridges** for our units in Thiruvananthapuram namely Peroorkada Factory (PFT), Akkulam Factory (AFT), Corporate Head Office Poojappura (CHO), Corporate R&D Division Akkulam (CRDC), Hindlab Medical college Thiruvananthapuram and HITES Poojappura for the period from June 2023 to May 2024.
2. MSME units Registered with UDHYOG AADHAR/UDHYAM shall provide valid registration certificates.
3. **Bid submission / Bid opening dates:**
  - a. The last date & time of Submission of Bids : 17.05.2023; 15.00 hrs
  - b. Date & Time of opening of Bid : 17.05.2023; 15:30 hrs

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

4. Bids submitted after the closing date and time will not be accepted.
5. 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 Bidders risk and may result in rejection of the Bid
6. Any clarification required will have to be obtained one week prior to the Last Date of submission of the Bid

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;  
e-mail: [materialspft@lifecarehl.com](mailto:materialspft@lifecarehl.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24 27.04.2023

7. A certificate /Declaration as given in **Schedule I** stating that **ALL TERMS AND CONDITIONS** of this tender is acceptable should be submitted failing which the tender is likely to be summarily rejected.
8. The validity of the Price Bid is for a period of one year.
9. 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.
10. The Bidder shall furnish, as part of his Bid, a Bid Security Declaration as detailed in the Tender in schedule H.

#### **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.**

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;  
e-mail: [materialspt@lifecarehll.com](mailto:materialspt@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**SPECIFICATION**

**SCHEDULE - B**

SL. NO.	ITEM CODE	ITEM DESCRIPTION	ITEM SPECIFICATION
1	1310510468, 1310510496	COMPATIBLE TONER CARTRIDGE -HP 12A	COMPATIBLE TONER CARTRIDGE - HP 12A
2	1310510497, 1310500000	COMPATIBLE TONER CARTRIDGE - HP 36A	COMPATIBLE TONER CARTRIDGE - HP 36A
3	1310510469, 1310510501	COMPATIBLE TONER CARTRIDGE - HP 78A	COMPATIBLE TONER CARTRIDGE - HP 78A
4	1310510470, 1310510502	COMPATIBLE TONER CARTRIDGE - HP 88A	COMPATIBLE TONER CARTRIDGE - HP 88A
5	1310510471, 1310510498	COMPATIBLE TONER CARTRIDGE - HP 49A	COMPATIBLE TONER CARTRIDGE - HP 49A
6	1310510472, 1310510499	COMPATIBLE TONER CARTRIDGE - HP 55A	COMPATIBLE TONER CARTRIDGE - HP 55A
7	1310510473, 1310510500	COMPATIBLE TONER CARTRIDGE - HP 53A	COMPATIBLE TONER CARTRIDGE - HP 53A
8	1310510474	COMPATIBLE TONER CARTRIDGE - HP 51A	COMPATIBLE TONER CARTRIDGE - HP 51A
9	1310510476	COMPATIBLE TONER CARTRIDGE - XEROX 3220	COMPATIBLE TONER CARTRIDGE - XEROX 3220
10	1310510478	COMPATIBLE TONER CARTRIDGE - CANON 925	COMPATIBLE TONER CARTRIDGE - CANON 925
11	1310510536	COMPATIBLE TONER CARTRIDGE-HPM436N	
12	1310510503	COMPATIBLE TONER CARTRIDGE - HP 80A	COMPATIBLE TONER CARTRIDGE - HP 80A

**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;**  
 e-mail: [materialspt@lifecarehl.com](mailto:materialspt@lifecarehl.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**SCHEDULE - A**

**SPECIFICATION**

SL. NO.	ITEM CODE	ITEM DESCRIPTION	ITEM SPECIFICATION
13	1310510479	COMPATIBLE TONER CARTRIDGE - CANON 326	COMPATIBLE TONER CARTRIDGE - CANON 326
14	1310510507	COMPATIBLE TONER CARTRIDGE - CANON 328	COMPATIBLE TONER CARTRIDGE - CANON 328
15	1310510508	COMPATIBLE TONER CARTRIDGE - CANON 337	COMPATIBLE TONER CARTRIDGE - CANON 337
16	1310510509	COMPATIBLE TONER CARTRIDGE - CANON FX9	COMPATIBLE TONER CARTRIDGE - CANON FX9
17	1310510523	COMPATIBLE TONER CARTRIDGE -HP05A	COMPATIBLE TONER CARTRIDGE -HP05A
18	1310510467	COMPATIBLE TONER CARTRIDGE - HP 36A	
19	1310510562	COMPATIBLE TONER CARTRIDGE-HP M 405Dn	
20	1310510563	COMPATIBLE TONER CARTRIDGE-CANON NPG-59	
21	1310510564	COMPATIBLE TONER - CARTRIDGE Canon-057	
22		COMPATIBLE TONER CARTRIDGE-HP M208 dw	
23		Canon 103/303/703	



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;  
e-mail: [materialspt@lifecarehll.com](mailto:materialspt@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**SCHEDULE - A**

**SPECIFICATION**

SL. NO.	ITEM CODE	ITEM DESCRIPTION	ITEM SPECIFICATION
24		COMPATIBL TONER CARTRIDGE-HP CC530 AC	
25		CANON PIXMA G2000(COLOUR PRINTER)	
26		BROTHER DCP-L2520D	
27		CANON F166500	
28		SAMSUNG-PROXPRESS M3870FD	
29		CANON-SEC84251929F222	
30		CANON -IMAGE CLASS MF244DW	

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;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**SCHEDULE - A**

**SPECIFICATION**

SL. NO	ITEM CODE	ITEM DESCRIPTION	ITEM SPECIFICATION
31		SAMSUNG-XPRESS M2830DW	
32		CANON LPB6230	
33		CANON LPB6230	
34		IMAGE CLASS MF4320D	
35		SAMSUNG -XPRESS M2830DW	
36		EPSON B412C1	
37		EPSON B412C1	
38		HP VNH4L07342	
39		CANON L11121E	

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

Name & Signature of the Bidder  
(With office seal)

Place:

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;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

## 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. 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.
4. The tenderer shall be in a position to supply the items as and when ordered within 10 days of placement of order/LOI.
5. 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.
6. The tender is liable to be suspended or cancelled at anytime at the discretion of the company without assigning any reason.
7. Units Registered with UDHYOG ADHAR/UDHYAM shall provide valid acknowledgement certificate.
8. Units Registered with UDHYOG AADHAR/ UDHYAM belonging to SC/ST Owners shall mention the same separately

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;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

### SCHEDULE – C

9. 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.
10. 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.
11. **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.

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;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24 27.04.2023

- 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) 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**

**g) The following documents should accompany the consignment**

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

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

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

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

**12. Supplier shall also take back the used empty cartridges (free of cost) from the respective Units of HLL.**

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;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

## SCHEDULE – C

### k) **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 supply, 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 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.

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;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

### 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)

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;  
e-mail: [materialspft@lifecarehl.com](mailto:materialspft@lifecarehl.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**SCHEDULE - I**  
**Page 1 of 3**

### **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



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;  
e-mail: [materialspft@lifecarehl.com](mailto:materialspft@lifecarehl.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**SCHEDULE -I**

**Page 2 of 3**

**COMPATIBLE TONER CARTRIDGES - TENDER ACCEPTANCE FORM**

Full Name and address of the Tenderer :

Telephone No. with STD Code :

Mobile Number :

E-mail Address :

Fax No.(if any) :

GST NO :

PAN NO :

To  
GENERAL MANAGER (PURCHASE)  
HLL LIFECARE LIMITED,  
Peroorkada P.O.,  
Trivandrum - 695 005.

Dear Sirs,

We, hereby offer to supply **Compatible toner cartridges** as detailed in price bid. We shall be bound by a communication of acceptance dispatched within the prescribed time.

We have understood the conditions mentioned in the invitation to tender and conditions of contract furnished by you and have thoroughly examined the specification quoted in the Tender form hereto and are fully aware of the nature of the material required and our offer is to supply strictly in accordance with the requirement and the terms and conditions mentioned above and in this tender.

Place:

Date:

Signature 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;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**SCHEDULE -I**  
**Page 3 of 3**

**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 (Purchase)  
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

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;  
e-mail: [materialspft@lifecarehl.com](mailto:materialspft@lifecarehl.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

SCHEDULE - I

Page 1 of 1

### REQUISITION FORM FOR E-PAYMENT

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

Certified that I am having a Savings / Current Account in <Name of Bank> -----  
----- at <Name of Branch>-----  
----- with <IFSC Code> \_\_\_\_\_

The Account Number is: \_\_\_\_\_

I wish to receive all payments in this account through NEFT and RTGS systems, as the case  
may be, for all payments relating to this Tender / order.

A scanned copy of cancelled cheque is also enclosed as per Schedule I

Name of  
Bidder

Place: \_\_\_\_\_

Date: \_\_\_\_\_

(Attach Scanned copy of Cancelled cheque of above bank)

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;  
e-mail: [materialspft@lifecarehl.com](mailto:materialspft@lifecarehl.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**PRICE BID FORMS**

**For**

**SUPPLY OF COMPATIBLE TONER CARTRIDGES**

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;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**ANNEXURE-1**  
**Page 1 of 8**

## **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.

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;  
e-mail: [materialspt@lifecarehll.com](mailto:materialspt@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**ANNEXURE-1**  
**Page 2 of 8**

**PRICE BID**

PRICE BID FOR COMPATIBLE TONER CARTRIDGES 2023-24								
SL. NO.	ITEM CODE	ITEM DESCRIPTION	UOM	TOTAL QTY	BASIC PRICE PER UNIT (RS)	GST (%) (RS)	LANDED COST PER UNIT	TOTAL AMOUNT (RS)
1	1310510468, 1310510496	COMPATIBLE TONER CARTRIDGE -HP 12A	NO	78				
2	1310510497, 1310500000	COMPATIBLE TONER CARTRIDGE - HP 36A	NO	9				
3	1310510469, 1310510501	COMPATIBLE TONER CARTRIDGE - HP 78A	NO	390				
4	1310510470, 1310510502	COMPATIBLE TONER CARTRIDGE - HP 88A	NO	87				
5	1310510471, 1310510498	COMPATIBLE TONER CARTRIDGE - HP 49A	NO	30				
6	1310510472, 1310510499	COMPATIBLE TONER CARTRIDGE - HP 55A	NO	34				

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;**  
 e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**ANNEXURE-1**

**Page 3 of 8**

**PRICE BID**

<b>PRICE BID FOR COMPATIBLE TONER CARTRIDGES 2023-24</b>								
SL. NO.	ITEM CODE	ITEM DESCRIPTION	UOM	TOTAL QTY	BASIC PRICE PER UNIT (RS)	GST (%) (RS)	LANDED COST PER UNIT	TOTAL AMOUNT (RS)
7	1310510473, 1310510500	COMPATIBLE TONER CARTRIDGE - HP 53A	NO	13				
8	1310510474	COMPATIBLE TONER CARTRIDGE - HP 51A	NO	15				
9	1310510476	COMPATIBLE TONER CARTRIDGE - XEROX 3220	NO	2				
10	1310510478	COMPATIBLE TONER CARTRIDGE - CANON 925	NO	5				
11	1310510536	COMPATIBLE TONER CARTRIDGE- HPM436N	NO	5				
12	1310510503	COMPATIBLE TONER CARTRIDGE - HP 80A	NO	3				
13	1310510479	COMPATIBLE TONER CARTRIDGE - CANON 326	NO	55				

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**

Place:

(With office seal)

Date:

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;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**ANNEXURE-1**  
**Page 4 of 8**

**PRICE BID**

PRICE BID FOR COMPATIBLE TONER CARTRIDGES 2023-24								
SL. NO.	ITEM CODE	ITEM DESCRIPTION	UOM	TOTAL QTY	BASIC PRICE PER UNIT (RS)	GST (%) (RS)	LANDED COST PER UNIT	TOTAL AMOUNT (RS)
14	1310510507	COMPATIBLE TONER CARTRIDGE - CANON 328	NO	18				
15	1310510508	COMPATIBLE TONER CARTRIDGE - CANON 337	NO	105				
16	1310510509	COMPATIBLE TONER CARTRIDGE - CANON FX9	NO	8				
17	1310510523	COMPATIBLE TONER CARTRIDGE - HP05A	NO	70				
18	1310510467	COMPATIBLE TONER CARTRIDGE - HP 36A	NO	20				

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:



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;  
e-mail: [materialspt@lifecarehll.com](mailto:materialspt@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**ANNEXURE-1**  
**Page 5 of 8**

**PRICE BID**

**PRICE BID FOR COMPATIBLE TONER CARTRIDGES 2023-24**

SL. NO.	ITEM CODE	ITEM DESCRIPTION	UOM	TOTAL QTY	BASIC PRICE PER UNIT (RS)	GST (%) (RS)	LANDED COST PER UNIT	TOTAL AMOUNT (RS)
19	1310510562	COMPATIBLE TONER CARTRIDGE-HP M 405Dn	NO	50				
20	1310510563	COMPATIBLE TONER CARTRIDGE-CANON NPG-59	NO	5				
21	1310510564	COMPATIBLE TONER - CARTRIDGE Canon-057	NO	10				
22		COMPATIBLE TONER CARTRIDGE-HP M208 dw	NO	20				
23		Canon 103/303/703	NO	10				

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:

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;  
e-mail: [materialspt@lifecarehll.com](mailto:materialspt@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**ANNEXURE-1**  
**Page 7 of 8**

**PRICE BID**

**PRICE BID FOR COMPATIBLE TONER CARTRIDGES 2023-24**

24	COMPATIBL TONER CARTRIDGE-HP CC530 AC	NO	1				
25	CANON PIXMA G2000(COLOUR PRINTER)	NO	24				
26	BROTHER DCP- L2520D	NO	12				
27	CANON F166500	NO	120				
28	SAMSUNG- PROXPRESS M3870FD	NO	12				
29	CANON- SEC84251929F222	NO	120				
30	CANON -IMAGE CLASS MF244DW	NO	24				
31	SAMSUNG-XPRESS M2830DW	NO	24				

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:

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;  
e-mail: [materialspft@lifecarehll.com](mailto:materialspft@lifecarehll.com),

TENDER NO: HLL/PFT/PUR/TONER CARTRIDGE/2023-24

27.04.2023

**ANNEXURE-1**  
**Page 7 of 8**

**PRICE BID**

PRICE BID FOR COMPATIBLE TONER CARTRIDGES 2023-24								
32		CANON LPB6230	NO	120				
33		CANON LPB6230	NO	120				
34		IMAGE CLASS MF4320D	NO	60				
35		SAMSUNG -XPRESS M2830DW	NO	60				
36		EPSON B412C1	NO	60				
37		EPSON B412C1	NO	60				
38		HP VNH4L07342	NO	60				
39		CANON L11121E	NO	60				

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**

Place:

Date:

(With office seal)