

HOOGHLY PRINTING CO. LTD.
(A Govt. of India Enterprise)
41, Chowringhee Road, Kolkata - 700071
Phone No. (033) 2288-3312/3779 Fax No. (033) 2288-2734
E-Mail: hooghlyprint@dataone.in
Enquiry No. HP/QT-MISC/17-18/08 dated 06.09.2017

Hooghly Printing Co. Ltd. (HPCL) invites Sealed offers from manufacturers/authorized distributors/dealers for Supply, Installation, Testing & Commissioning (SITC) of 01 (One) No. Printer at 41, Chowringhee Road, Kolkata-700071.

Tender Fees: Non-Refundable tender fees of Rs.100/- (Rupees One Hundred Only) in the form of demand draft/pay order favouring "HOOGHLY PRINTING CO. LTD." payable at Kolkata to be submitted with the offer.

Technical Specifications:

Sl. No.	Item Description	Quantity(No.)	Make/Brand & Model Nos.
1.	Laserjet Black & White Printer	1 (one)	1. HP LaserJet Pro M1136 OR 2. HP LaserJet Pro MFP M132a

1. Scope of Work:

a) The printer should be compatible with the following System Specifications:

i) OS: Microsoft® Windows® 8.1 Pro 2013 Microsoft Corporation

ii) Processor: Intel® Core™ i3-4170 CPU@3 .70GHz

iii) Installed Memory (RAM):4 GB

iv) System Type:64-bit Operating System, x64 based processor

b) Bidder should be in a position to complete supply, installation, testing & commissioning (SITC) of the Printer at Company's press at the above address within 7 (Seven) working days from the date of placement of the formal Purchase Order.

c) The supply/ installation of the items shall be the responsibility of the vendor and it should be certified as in working condition by the consignee after the supply & installation. The item/equipment supplied should be brand new and unused. Supply and installation charge of the machine should be borne by the successful bidder.

d) Prior to submission of Bids, Bidders are advised to contact Officer (Purchase) on all working days (excluding Saturday) between 11.00 hrs. to 16.00 hrs. for any further queries.

2. Rate: Rate for the Printer should be quoted in the given format exclusive of GST and inclusive of freight, insurance, installation, testing & commissioning charges and delivery upto the destination at Kolkata and should be valid till 30.11.2017. [Percentage (%) of GST component to be mentioned separately]

3. Validity: The Rate quoted by the bidder should be valid till 30.11.2017.

4. Payment Terms: Bidders are advised to quote their best price on 10 days credit basis. Payment shall be made on submission of original Tax Invoice after successful installation of the Printer along with test report. No advance payment shall be provided at any cost to the suppliers and/or installers.

5. Warranty & After Sales Service: Bidder should clearly state the clauses of warranty or free maintenance after installation of the printer. The supplier must provide details of warranty service period along with the name, address, and contact no. of the after-sales service providers within the warranty period.

6. Submission of Tender: The sealed offer addressing Officer (Purchase) super-scribed as "Quotation for supply and installation of Printer" should be submitted in the Tender Box at 41, Chowringhee Road, Kolkata-700041, West Bengal, India on or before 15.09.2017 by 15.00 Hrs.

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7. Opening of Tender: Sealed Offers shall be opened on 15.09.2017 by 15.15 Hrs. The Bidders desirous of being present at the time of opening of tenders may attend at the above-mentioned time and date at 41, Chowringhee Road, Kolkata – 700071.

8. Tender Form: The Tender Form shall be available at company's website www.hooghlyprinting.com or www.andrewyule.com

9. Risk Purchase & Liquidated Damages: Time is the essence of the Contract. Works to be executed as per the stipulated schedule in delivery instructions failing which Risk Purchase and/or Company's Standard LD Clause will be applicable without Prejudice to the Company's right to black list the Bidder.

10. Dispute Resolution: Any dispute arising out of these transactions shall be subject to the jurisdiction of competent Court at Kolkata.

11. Right to call for service: HPCL shall have the rights to call upon regarding any kind of support services at any point of time during execution of the job(s). Vendor should always remain available round the clock over Telephone / Fax/E-mail for communication. Vendor should attain the call on immediate basis within 24 hours of receipt of intimation received from HPCL over Telephone / Fax/E-mail.

12. Canvassing: Canvassing or offer of an advantage or any other inducement by any person with a view to influencing acceptance of a bid will be an offence under Law. Such action will result in the rejection of bid, in addition to other punitive measures. In case any attempt is made by vendor to bring influence towards HPCL's decision making Process, bid submitted by such bidder is liable to be rejected and shall be disqualified for participation in the future tenders conducted by HPCL.

13. Terms & Conditions:

a) Bidders must mention their GST Registration No., brand name, model no. and product literature in their Offer which are to be supplied.

b) Each and every page of the offer should be signed and stamped by the authorized signatory of the bidder.

c) Offers shall not be accepted by Fax, Email or any such electronic data transfer form.

d) Offers submitted other than as per the specified format and/or incomplete in any manner and/or received after the last date are liable to be rejected.

e) The Management reserves the right to cancel and/or postpone the tender and/or to accept or reject any or all the offers and/or to divide the quantity ordered between one or more bidders without assigning any reason whatsoever.

Date: 06.09.2017
Place: Kolkata

For Hooghly Printing Co. Ltd.

Manager (Purchase)

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Price Bid Format

Item Description	Make/Brand & Model No.	Colour	Quantity (No.)	Price (Rs./No.)	GST (%)	GST Amount	Total Price (Rs.)
Laserjet Black & White Printer	HP LaserJet Pro M1136		1				
Laserjet Black & White Printer	HP LaserJet Pro MFP M132a		1				

Remarks (if any):

Date:

Place:

Signature of authorized person with seal