

**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](mailto:hooghlyprint@dataone.in)**  
**Enquiry No. HP/QT-MISC/17-18/11 dated 18.01.2018**

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

**1. 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. Tender fees may also be remitted through NEFT/RTGS as undermentioned:

**HOOGHLY PRINTING COMPANY LIMITED**

**NAME OF BANK: UNITED BANK OF INDIA**

**BANK ADDRESS: 4, N.C.DUTTA SARANI, Kolkata-700001**

**ACCOUNT NO: 0084250200309**

**RTGS CODE/IFSC CODE: UTBI0CAL107**

**MICR CODE: 700027150**

**2. Eligibility Criteria:**

**Part – I**

**A.** Bidders should have all statutory registrations such as Trade License, GST Registration, PAN Registration (Income Tax Permanent Account Number). (Documentary proof to be submitted with the offer)

**B.** The after sales service and comprehensive warranty should not be less than 1 year at free of cost. Guarantee/Warranty of the machine and/or spare parts should be submitted with the offer.

**Part – II**

**3. Technical Requirements:** The machine(s) to be installed must be capable of accomplishing the undermentioned activities.

**Specification for Heavy Duty Strapping Machine**

Minimum Packing Size: 60 mm

Strap width: 6- 15 mm (Adjustable)

Strapping Tension: 15- 50 KG

Power Consumption – Not more than 400 Watt

Power supply: AC 220 Volt

Strapping speed- 1.5sec/ Strap

**Material made in China shall not be accepted.**

**4. Scope of Work:**

a) Bidder should be in a position to complete supply, installation, testing & commissioning (SITC) of the Ordered Machine at the Company's press at the above address or any other designated location in or around Kolkata within 10 days from the date of placement of Formal Purchase Order or LOI whichever is earlier.

b) The supply/installation of the item(s) shall be the responsibility of the vendor and it should be certified as in working condition by the consignee after the supply & installation.

c) The item(s)/equipment(s) supplied should be brand new and unused. Supply and installation charge of the machine should be borne by the successful bidder.

d) Strap (Blank/Printed) should not be supplied by exclusive bidder/OEM and shall be available in the open market as and when required by the company.

e) Prior to submission of Bids, Bidders are advised to contact Manager (Purchase) mobile – 9831001118 or Officer (Purchase) mobile-9831477628 on all working days (excluding Saturday) between 11.00 hrs. to 16.00 hrs. for any further queries.

**5. Rate:** Rate for the Machine 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 30.04.2018. [Percentage (%) of GST component to be mentioned separately]. L-1 determination shall be based on the price of the strapping machine only.

**6. Validity:** The Rate quoted by the bidder should be valid till 30.04.2018.

**7. Payment Terms:** Bidders are advised to quote their best price on 30 days credit basis. Payment shall be made on submission of original Tax Invoice along with completion report for supply, installation, testing & commissioning of the ordered machine(s) duly signed by the company's designated representative. No advance payment shall be provided at any cost to the suppliers and/or installers.

**8. Warranty & After Sales Service:** The after sales service and comprehensive warranty should not be less than 1 year at free of cost. 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.

**9. Submission of Tender:** The sealed offer addressing Manager (Purchase) super-scribed as "Quotation for supply and installation of Strapping Machine" should be submitted in the Tender Box at 41, Chowringhee Road, Kolkata-700041, West Bengal, India on or before 05.02.2018 by 15.00 Hrs.

**10. Opening of Tender:** Sealed Offers shall be opened on 05.02.2018 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.

**11. Tender Document:** The Tender Documents shall be available at company's website [www.hooghlyprinting.com](http://www.hooghlyprinting.com) or [www.andrewyule.com](http://www.andrewyule.com)

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

**13. Dispute Resolution:** Any dispute arising out of these transactions shall be subject to the jurisdiction of competent Court at Kolkata, West Bengal, India.

**14. 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 attend the call on immediate basis within 24 hours of receipt of intimation received from HPCL over Telephone / Fax/E-mail.

**15. 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.

**16. Terms & Conditions:**

- a) Bidders must mention their GST Registration No., brand name, model no. and product literature in their Offer which is to be supplied.
- b) One bidder can quote for one machine and one model only. Offer consisting of two or more machine/model shall be rejected.
- c) Each and every page of the offer should be signed and stamped by the authorized signatory of the bidder.
- d) Offers shall not be accepted by Fax, Email or any such electronic data transfer form.
- e) 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.
- f) 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: 18.01.2018

For Hooghly Printing Co. Ltd.

Place: Kolkata

Manager (Purchase)

**Price Bid Format**

**Cost of machine:**

Item Description	Quantity (No.)	Price (Rs./No.)	GST (%)	GST Amount (Rs.)	Total Value (Rs.)
Strapping Machine	1				
Machine Condition	Brand new				
Make/Brand					
Model No.					
Size					
Speed					
Specifications					
Functions					
Running Cost (if any)					

**Cost of Strap:**

Item Description	Rate (Rs./Kg)
Printed Strap	
Blank Strap	

**Remarks (if any):**

**Date:**

**Place:**

Signature of authorized person with seal

**Note: The Tenderer shall sign each and every page of the tender document under his seal by authorised signatory and submit the same with the quotation.**