

No. 7/21/Comp(HW)/2014

29th August, 2014

From

Brajesh Kumar Singh,
Executive Officer.

To

M/s -----

Subject: Invitation of quotation for procurement of All-in-one Desktop Computer, Multifunctional Printers and Wireless Printer of HP Make.

Sir,

I am directed to invite Limited Tender Enquiry from the Authorized partners of HP to procure the following items as per details:-

Sl. No.	Name of items	Make/Model	Configuration	Qty.
1.	All-in-One Desktop Computer	HP ELITE 800 GI(BUSINESS SERIES	Processor Family-i-7, Processor-i-7 ,4790 S(4 TH Generation) Intel HD Graphics 4600 (3.2 gh Z, 8 MB cache, 4 cores), Chipset-Intel Q87 Express, Memory-8GB 1600 MH ₂ DDR ₃ RAM, Storage- 1TB SATA(7200 rpm), Monitor- 23'' LTB(Touch Screen), Form Factor- All-in-one, Operating system- Windows 8.1 Pro 64 Bit(with downgrade facility), Wireless Keyboard, Wireless Mouse, DVD Writer(in built), 2GB Graphics Card.	6 Nos.
2.	Multifunctional printer	HP Laserjet PRO M1536 DNF	Print Method-Laser, Print Quality-Black-upto 600x600x2dpi, Scan Resolution upto 1200x1200 dpi, Copy Resolution upto 1200x1200dpi, Fax Resolution (Black) 203x196dpi, Duplex Print Facility (Automatic), Standard Connectivity, 1Hi Speed USB 2.0 Port, 110/110 Ethernet network port, Duty Cycle monthly upto 8000 pages.	6 Nos.
3.	Wireless Printer	HP Laserjet PRO 400M401d w	Printing method- Laser, Print Quality-Black upto1200x1200dpi, e-Print facility, wireless Print Facility, Duplex Print Facility(Automatic), Duty Cycle(monthly) upto 50,000 pages.	1 No.

Terms and Conditions of the Limited Tender Enquiry

- (i) The firm shall have to Deposit Earnest Money (EMD) at the rate of 2% of total value of the above items with the quotation in the form of demand draft payable in favour of 'Drawing & Disbursing Officer', Lok Sabha payable at New Delhi. **EMD shall be kept in a separate envelope duly sealed and superscribed "EMD for procurement of All-in-one Desktop Computer, Multifunctional Printer and Wireless Printer". The other envelop shall contain the financial bid for specifications of above hardware. Both the envelop, one containing the financial bid and other EMD shall be put in a separate bigger envelop sealed and superscribed "Invitation of quotation for procurement All-in-one Desktop Computer, Multifunctional Printer and Wireless Printer(HP Make)". Quotation without EMD, will not be entertained.**
- (ii) Successful bidder shall have to deposit Performance Security Deposit (PSD) at the rate of 5% of the total value of the items within 10 days after the supply of items in the form of demand draft payable in favour of 'Drawing & Disbursing Officer', Lok Sabha, payable at New Delhi or Bank Guarantee (BG) of the same value from a Nationalised Bank. The EMD will be refunded to the firm after depositing the PSD. The PSD will remain valid for a period of 60 days beyond the date of completion of all contractual obligation of supply including warranty period. **No interest shall be payable on EMD and PSD.**
- (iii) The EMD of unsuccessful bidder shall be returned with in 30 days of opening of bids.
- (iv) The period of **comprehensive onsite warranty** will be applicable from the date of receipt of items in this Secretariat. The complaint should invariably be attended by the firm within 4 hours of lodging the same and must be resolved within 24 hours. The engineer of the firm/OEM will attend the complaint at the location of the above item(s). No transportation charges shall be paid to the engineer for attending the complaints and to take the items for repair to their workshop during the warranty period.
- (v) The firm should be an authorized Dealer/Reseller of OEM in respect of item(s) concerned.
- (vi) Delivery/Installation of the above items(s) at Parliament House Complex, New Delhi or any another location as directed by Lok Sabha Secretariat shall be arranged by the firm at their own cost.
- (vii) Price should be quoted F.O.R. Lok Sabha Secretariat.

- (viii) A copy of certification showing Authorization of HP for selling computer equipment of HP Brands shall also be enclosed.
- (ix) A bill giving details of Sales Tax/VAT Registration/PAN/TIN nos. etc. may be submitted to this Secretariat for settlement. Payment would be processed after successful/satisfactory installation of the item(s) and on receipt of PSD.
- (x) Quotation received after due date and time will not be considered.
- (xi) The bid shall be valid for a period of 90 days from the last date of submission of bid.
- (xii) The firm may be blacklisted for further business with Lok Sabha Secretariat in case of non-delivery of items(s) in time and non-performance of satisfactory services. For non-supply of the above items in time, the EMD will be forfeited.

3. You are, therefore, requested to submit your sealed quotation mentioning details viz. Price, VAT, Warranty, validity, delivery time, etc. for the above items latest by 10.09.2014 upto 1500 hrs.

4. Lok Sabha Secretariat reserves the right to cancel the quotation/increase/decrease the quantity of items(s) at any stage without assigning any reason.

Yours faithfully,

EXECUTIVE OFFICER

Tel. 23035290/5328