

# Management Development Institute Murshidabad (MDIM)

## Limited Tender Enquiry (LTE)

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Tender No. MDIM/Admin/IT/Printer/2020/07

Date: 09/07/2020

Tender document for procurement of HP Printer Warranty Extension Pack (Care Pack) for one year

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MDI Murshidabad

Kulori, PO – Uttar Ramna, Dist. – Murshidabad, PIN-742235, West Bengal

**Sub: Tender for procurement of HP Printer Warranty Extension Pack (Care Pack) for one year**

Sealed quotations are invited for procurement of HP Printer Warranty Extension Pack (Care Pack) for one year from the authorized HP partners as per the scope of work and on the terms & conditions mentioned in the enclosed document.

1	Bid System	Single
2	Last date & time for submission of quotations	16/07/2020, up to 5.00 PM
3	Quotation Submission Process	The quotation along with other required documents to be created in a single PDF file format and the said file must be password protected and to be sent at <a href="mailto:etender@mdim.ac.in">etender@mdim.ac.in</a> along with password.

The bidders are requested to read the tender document carefully and ensure compliance with all terms & conditions and specifications herein. Non-compliance with specifications and terms & conditions in this document may disqualify the bidders from the bidding process.

Quotations received after the due date and time will not be considered or accepted and no request or appeal will be entertained in this regard. MDIM authority reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.

**Instructions to Bidders:**

1. Following documents to be put without any deviations :
  - a) Annexure – I (Terms & Conditions)
  - b) Annexure – II (Financial Bid)
  - c) Copy of valid GST Certificate & PAN Card
  - d) Valid partner certificate issued by HP India
  - e) Tender document must be signed and stamped on all pages as a token of acceptance of all the terms and conditions.

**Sub: Tender for procurement of HP Printer Warranty Extension Pack (Care Pack) for one year**

**ANNEXURE – I**  
**(TERMS & CONDITIONS)**

- 1) Financial bid in the format given below (on the Letter head of the bidder) along with one set of this tender document, duly signed and stamped by the bidder along with other required documents to be created in a single PDF file format and the said file must be password protected and to be submitted (along with password) by email at [etender@mdim.ac.in](mailto:etender@mdim.ac.in) by 16/07/2020 on or before 5:00 pm.
- 2) All bids in which any of the prescribed conditions is not fulfilled or any condition is put forth or conditional bids by the bidder(s) shall be summarily rejected.
- 3) Payment: 100% payment will be released after successful delivery of HP warranty/care pack certificate and the certificate will be issued in the name of MANAGEMENT DEVELOPMENT INSTITUTE MURSHIDABAD and to be sent by online mode.
- 4) Bidder's Criteria: The bidders must be HP's authorized partners and they are essentially required to submit valid partner certificate issued by HP, failing which their bid(s) shall be rejected.
- 5) Validity: The quoted price of the bidders should valid up to 30 days from the date of opening of bids.
- 6) Delivery: The above licenses in whole must be issued and activated within 10 (ten) working days w.e.f. the order issue date.
- 7) Care pack for 12 printers (Page no. 5, Sl No. 1 – 12) will be activated on their respective due date mentioned in the column as "Warranty/ Care Pack valid up to".
- 8) **LD Clause:** If the bidder fails to deliver the required licenses in the above mentioned period, the penalty @1% per week of the total order value subject to the maximum of 10% of the total order value will be deducted. Alternatively the Order will be cancelled.
- 9) The bidder should not be blacklisted/ debarred or involved in any corrupt & fraudulent practices by any Central/ State Govt./ PSUs/ Quasi-Govt. Organisations/ Autonomous Body/ Private Organisation in India.
- 10) Sub contract is strictly not allowed, if found that sub-contracting have been done then the order will be summarily cancelled and no payment will be made to the vendor.

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**ANNEXURE – II**  
**(FINANCIAL BID)**

Sl No	Printer Details	Care Pack No.	Qty (Nos.)	Unit Price (Rs.)	Total Amount (Rs.)
1	HP Laserjet Pro MFP M226DW	UH770PE	1		
2	HP Laserjet Pro MFP M128fn	UH770PE	6		
3	HP Laserjet 1020 plus	UG451PE	32		
4	HP Laserjet P3015dn	UT947PE	2		
Grand Total without GST					
Add: .....% GST					
Grand Total with GST					
Rupees in Word: .....					

N.B. – Detailed printer list is enclosed with this tender document

**MANAGEMENT DEVELOPMENT INSTITUTE MURSHIDABAD**

<b>Sl No</b>	<b>Printer Model</b>	<b>Printer S/N</b>	<b>Office/Location</b>	<b>Warranty/ Care Pack valid up to</b>
1	hp laserjet Pro MFP M226DW	CNBKM869MC	Director's office	Nov. 05, 2020
2	hp laserjet 128fn	CNB7J3G29Z	PS to Director Office	9-Sept-2020
3	hp laserjet 128fn	CNB7J3G1Z1	Dronacharya	9-Sept-2020
4	hp laserjet 128fn	CNB7J3G0QB	Dronacharya	9-Sept-2020
5	hp laserjet 128fn	CNB7J3G2WZ	Dronacharya	9-Sept-2020
6	hp laserjet 128fn	CNB7J6GNVZ	PLACEMENT ROOM1	16-Oct-2020
7	hp laserjet 128fn	CNB7J6GNZ9	PGP OFFICE	16-Oct-2020
8	hp laserjet 1020 plus	CNCH764698	Admin	August 28, 2020
9	hp laserjet 1020 plus	CNCH764603	Admin	August 28, 2020
10	hp laserjet 1020 plus	CNCH763988	Dronacharya	August 28, 2020
11	hp laserjet 1020 plus	CNCH802323	Dronacharya	August 28, 2020
12	hp laserjet 1020 plus	CNCH802396	Dronacharya	August 28, 2020
13	hp laserjet 1020 plus	CNCH227215	Dronacharya	June 24, 2020
14	hp laserjet 1020 plus	CNCH228577	Library	June 24, 2020
15	hp laserjet 1020 plus	CNCH128728	Dronacharya	June 24, 2020
16	hp laserjet 1020 plus	CNCH227213	Admin	June 24, 2020
17	hp laserjet 1020 plus	CNCH227223	MDP Office	June 24, 2020
18	hp laserjet 1020 plus	CNCH227253	Admin	June 24, 2020
19	hp laserjet 1020 plus	CNCH228595	Admin	June 24, 2020
20	hp laserjet 1020 plus	CNCH228584	Estate	June 24, 2020
21	hp laserjet 1020 plus	CNCH227216	Finance & Accounts	June 24, 2020
22	hp laserjet 1020 plus	CNCH128719	Finance & Accounts	June 24, 2020
23	hp laserjet 1020 plus	CNCH128721	PGP OFFICE	June 24, 2020
24	hp laserjet 1020 plus	CNCH227205	PGP OFFICE	June 24, 2020
25	hp laserjet 1020 plus	CNCH228592	Admin	June 24, 2020
26	hp laserjet 1020 plus	CNCH227211	Dronacharya	June 24, 2020
27	hp laserjet 1020 plus	CNCH228588	ED CELL	June 24, 2020
28	hp laserjet 1020 plus	CNCH227224	Admin	June 24, 2020
29	hp laserjet 1020 plus	CNCH227234	Guest Faculty Room 1	June 24, 2020
30	hp laserjet 1020 plus	CNCH227239	Guest Faculty Room 2	June 24, 2020

<b>Sl No</b>	<b>Printer Model</b>	<b>Printer S/N</b>	<b>Office/Location</b>	<b>Warranty/ Care Pack valid up to</b>
31	hp laserjet 1020 plus	CNCH228587	Doctor Room	June 24, 2020
32	hp laserjet 1020 plus	CNCH228580	Admin	June 24, 2020
33	hp laserjet 1020 plus	CNCH212220	Library	24-June-2020
34	hp laserjet 1020 plus	CNCH228581	Dronacharya	24-May-19
35	Hp laserjet p3015	VNC3Y05161	Reprography Room	20-Jul-2020
36	hp laserjet p3015	VNC3505330	Library	20-Jul-2020
37	hp laserjet 1020 plus	CNCFL98417	Alcom	June 24, 2020
38	hp laserjet 1020 plus	CNCFL82895	International Relations	June 24, 2020
39	hp laserjet 1020 plus	CNCFL82879	PS to Director Office	June 24, 2020
40	hp laserjet 1020 plus	CNCFL82877	Library	June 24, 2020
41	hp laserjet 1020 plus	CNCFL98425	GUEST ROOM 03	June 24, 2020

Registrar  
MDI Murshidabad