

# Management Development Institute Murshidabad (MDIM)



## Limited Tender Enquiry (LTE)

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Tender No. 2021-22/MDIM/IT/HP Printer AMC/9

Date: 10/08/2021

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

Management Development Institute Murshidabad (MDIM) invites quotations (in digital format) from the OEM (HP) or their authorized partners for procurement of HP Printer Warranty Extension Pack (AMC Pack) for one year as per the scope of work and terms & conditions mentioned in the enclosed document.

Bids are to be submitted in the following manner:

- 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 etender@mdim.ac.in along with password. The subject line of the email should be as “Tender for procurement of HP Printer Warranty Extension Pack (AMC Pack) for one year” on or before 17/08/2021 up to 17:30 Hrs.
- While submitting, the bid documents must be signed and stamped as a token of acceptance of all terms and conditions.

**IMPORTANT DATES: -**

**Last Date for Submission of Bids: 17/08/2021 up to 17:30 Hrs.**

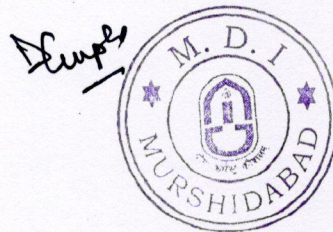
The bidders are requested to read the tender documents carefully and ensure compliance with all terms & conditions and specifications herein. Non-compliance with specifications and terms & conditions in this document may disqualify the bidders from the bidding process.

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.

Please refer to our website (<https://www.mdim.ac.in/tender>) for Addendum, if any.

Encl. –

- 1) Annexure-I (Terms & Conditions)
- 2) Annexure-II (Financial Bid)
- 3) Annexure-III (Printer List)



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

**ANNEXURE – I**

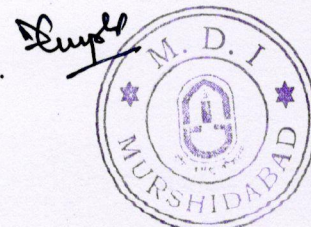
**(TERMS & CONDITIONS)**

- 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 17/08/2021 on or before 17:30 Hrs.
- 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 to be released within 15 days after satisfactory completion of work and submission of tax invoice & AMC documents. The AMC information should be reflected on the official HP portal.
- 4) EMD: **Rs.5,600 (Rupees five thousand six hundred only)** to be deposited through online transfer mode to the below mentioned bank account & the transaction receipt (UTR No.) will be submitted by the bidder along with other required documents:
  - **Beneficiary Name:** Management Development Institute Murshidabad
  - **Bank & Branch:** State Bank of India, Omarpur Branch (12355)
  - **Account No:** 33987582978
  - **IFSC Code:** SBIN0012355
  - **Type of Account:** Current Account

Note: -

- (i) EMD of the unsuccessful bidders will be returned within 15 days after the award of the PO.
- (ii) EMD of the successful bidder will be returned without any interest along with the final payment.

- 5) Bidder's Criteria: The bidders must be OEM (HP) or their authorized partners. **A valid authorization or partner certificate from HP to be submitted, failing which their bid(s) shall be rejected.**
- 6) Validity: The quoted price of the bidders should valid up to 60 days w.e.f. the quotation date of the bidder.
- 7) Delivery: The above AMC pack in whole must be issued and activated within 15 (fifteen) working days w.e.f. the order issue date.
- 8) AMC pack for 45 nos. of HP printers will be activated on their respective due date mentioned in the printer list(Annexure-III).
- 9) All printers AMC information must be reflected in HP India portal.



10) **Liquidated Damage (LD):** The successful bidder is required to supply and install all the items within 15 days w.e.f. the issue date of Purchase Order (PO). Delay in delivery will attract a penalty @1% of PO value (excluding GST) per week subject to a max. of 10%. Alternatively, the order will be cancelled.

11) The bidder must have a valid PAN & GST Certificate. (copies to be attached)

12) The bidder should not be blacklisted/ debarred or involved in any corrupt & fraudulent practices in any Central/ State Govt./ PSUs/ Quasi-Govt. Organisations/ Autonomous Body/ Private Organisation in India and a self-declaration in this regard to be submitted.

13) 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.

14) If the successful bidder fails to deliver the AMC pack within due date as mentioned in the tender/bid documents, the EMD will be forfeited and MDIM will not entertain any request in this regard.

15) Any legal disputes will be subject to local court of Murshidabad district, West Bengal.

16) Institute reserve the right to accept or reject any or all the quotations without assigning any reason whatsoever.

17) **Declaration:**

I/We do hereby confirm that I/We have the necessary authority and approval to accept the above stated clauses (1-16 mentioned in Annex-I) for procurement of HP Printer Warranty Extension Pack (AMC Pack) for one year to be used at MDI Murshidabad campus and also, hereby, agree and accept the terms & conditions mentioned in clause 1-16 mentioned in Annex-I without any conditions.

Date :-

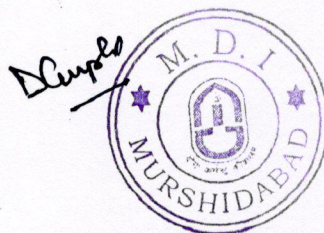
(Signature)

Place:-

(Name of Authorised Signatory)

(Designation of Authorised Signatory)

(Name of Vendor)



**Sub: Tender for procurement of HP Printer Warranty Extension Pack (AMC Pack) for one year****ANNEXURE – II  
(FINANCIAL BID)**

SI No	Printer Details	Qty (Nos.)	AMC Pack No.	Unit Price (Rs.)	Total Amount (Rs.)
1	HP Laserjet Pro MFP M226dw	1			
2	HP Laserjet Pro MFP M128fn	7			
3	HP Laserjet 1020 plus	32			
4	HP Laserjet Pro M12w	5			
Grand Total without GST					
Add: .....% GST					
Grand Total with GST					
Rupees in Word: .....					

(Detailed printer list is enclosed with this tender document in Annex-III)

- Note:** If there is mismatch of amount in number and word then MDIM will only consider that one which will be less cost among the two.
- Delivery Mode : ONLINE
- Delivery Period .....days/weeks.
- Quotation Validity Date: - The quoted price of the bidders should valid up to 60 days w.e.f. quotation date of the bidder.

Date :-

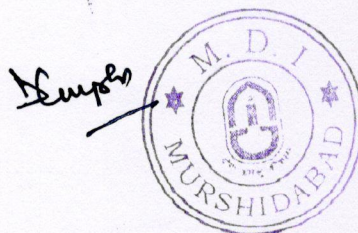
(Signature)

Place:-

(Name of Authorised Signatory)

(Designation of Authorised Signatory)

(Name of Vendor)



**ANNEXURE – III**

(Printer list)

SL No	Printer Model	Printer Serial No.	Product No.	End Date
1	HP laserjet 1020 plus	CNCH227215	CC418A	28-Aug-21
2	HP laserjet 1020 plus	CNCH228577	CC418A	28-Aug-21
3	HP laserjet 1020 plus	CNCH128728	CC418A	28-Aug-21
4	HP laserjet 1020 plus	CNCH227213	CC418A	28-Aug-21
5	HP laserjet 1020 plus	CNCH227223	CC418A	28-Aug-21
6	HP laserjet 1020 plus	CNCH227253	CC418A	28-Aug-21
7	HP laserjet 1020 plus	CNCH228595	CC418A	28-Aug-21
8	HP laserjet 1020 plus	CNCH228584	CC418A	28-Aug-21
9	HP laserjet 1020 plus	CNCH227216	CC418A	28-Aug-21
10	HP laserjet 1020 plus	CNCH128719	CC418A	28-Aug-21
11	HP laserjet 1020 plus	CNCH128721	CC418A	28-Aug-21
12	HP laserjet 1020 plus	CNCH227205	CC418A	28-Aug-21
13	HP laserjet 1020 plus	CNCH228592	CC418A	28-Aug-21
14	HP laserjet 1020 plus	CNCH227211	CC418A	28-Aug-21
15	HP laserjet 1020 plus	CNCH228588	CC418A	28-Aug-21
16	HP laserjet 1020 plus	CNCH227224	CC418A	28-Aug-21
17	HP laserjet 1020 plus	CNCH227234	CC418A	28-Aug-21
18	HP laserjet 1020 plus	CNCH227239	CC418A	28-Aug-21
19	HP laserjet 1020 plus	CNCH228587	CC418A	28-Aug-21
20	HP laserjet 1020 plus	CNCH228580	CC418A	28-Aug-21
21	HP laserjet 1020 plus	CNCFL98417	CC418A	28-Aug-21
22	HP laserjet 1020 plus	CNCFL82895	CC418A	28-Aug-21
23	HP laserjet 1020 plus	CNCFL82879	CC418A	28-Aug-21
24	HP laserjet 1020 plus	CNCFL82877	CC418A	28-Aug-21



SL No	Printer Model	Printer Serial No.	Product No.	End Date
25	HP laserjet 1020 plus	CNCFL98425	CC418A	28-Aug-21
26	HP laserjet 1020 plus	CNCH764698	CC418A	28-Aug-21
27	HP laserjet 1020 plus	CNCH764603	CC418A	28-Aug-21
28	HP laserjet 1020 plus	CNCH763988	CC418A	28-Aug-21
29	HP laserjet 1020 plus	CNCH802323	CC418A	28-Aug-21
30	HP laserjet 1020 plus	CNCH802396	CC418A	28-Aug-21
31	HP laserjet 1020 plus	CNCH228581	CC418A	24-May-21
32	HP laserjet 1020 plus	CNCH212220	CC418A	28-Aug-21
33	HP LaserJet Pro MFP M128fn	CNB7J6GNVZ	CZ184A	16-Oct-21
34	HP LaserJet Pro MFP M128fn	CNB7J6GNZ9	CZ184A	16-Oct-21
35	HP LaserJet Pro MFP M128fn	CNB7J3G29Z	CZ184A	9-Sep-21
36	HP LaserJet Pro MFP M128fn	CNB7J3G1Z1	CZ184A	9-Sep-21
37	HP LaserJet Pro MFP M128fn	CNB7J3G0QB	CZ184A	9-Sep-21
38	HP LaserJet Pro MFP M128fn	CNB7J3G2WZ	CZ184A	9-Sep-21
39	HP LaserJet Pro MFP M128fn	CNBKL14MB9	CZ184A	31-May-21
40	HP LaserJet Pro M12w	VNCW613328	T0L46A	10-Feb-21
41	HP LaserJet Pro M12w	VNCW513491	T0L46A	10-Feb-21
42	HP LaserJet Pro M12w	VNCW513485	T0L46A	10-Feb-21
43	HP LaserJet Pro M12w	VNCW513481	T0L46A	10-Feb-21
44	HP LaserJet Pro M12w	VNCW513476	T0L46A	10-Feb-21
45	HP LaserJet Pro MFP M226dw	CNBKM869MC	C6N23A	5-Nov-21

*Supra*

Registrar  
MDI Murshidabad

