



Corporate and Registered Office,
HLL Bhavan, Poojappura,
Thiruvananthapuram. 695 012
Kerala, India.
Phone: 0471 . 2354949
Website: www.lifecarehll.com

Invitation for Bids

Supply and installation of Desktop Computer and Peripherals

Date : 20th March 2015
IFB No. : HLL/CHO/IT/25/2015/2543

The schedule of the bid is given below.

Last date and time for receipt of bids : 15.00 Hrs on 27.03.2015
Time and date of opening of Bids : 15.30 Hrs on 27.03.2015

Dear Sir,

Sub: Supply and installation of Desktop Computer and Peripherals

HLL Lifecare Limited, Thiruvananthapuram invites competitive bids from the eligible bidders for the supply and installation of **Desktop Computer (6 Nos.), Multifunction Printer (1No.), UPS (6 Nos.) and Dot-matrix Printer (2 Nos.)** for HLL Lifecare Limited Hindlabs, Kozhikode. The details are attached as **Annexure-1**.

The terms and conditions of the bid are given below;

1. The respective bidder should have minimum 3 years experience in supply, installation and maintenance of computers hardware items. For this, the bidder can submit the documentary evidence of the copies of Supply / work orders for the similar kind of items for the past three years along with the bid.
2. The prices should be quoted as per the format for price schedule enclosed as **Annexure – II**.
3. In the price schedule, if there is any discrepancy between the unit price and total price the unit price shall prevail and the total price shall be corrected by the purchaser.
4. The prices quoted shall be valid for a period of 90 days from the date of opening of bids.
5. The exact brand/model (for computers business /commercial category is only preferred) of all the quoted items should be mentioned with complete technical specifications supported with illustrative literatures/catalogues/broachers.
6. The items should be delivered and installed at respective locations within 3 weeks from the date of issue of Purchase Order.
7. Penalty @ 0.50 % per week delay subject to a maximum of 5 % is applicable for delayed delivery
8. The bid shall be evaluated by taking the total amount quoted for all the items mentioned in the schedule of requirement.
9. Necessary user manuals/CDs/DVDs/accessories/License documents are to be supplied along with the equipment.
10. The warranty period (onsite) of the item is given below:
 - a. Desktop Computers . 3 Years
 - b. Printers - 1 Year
 - c. Offline UPS . 1 Year from the date of installation. All the defective parts and the break down calls of all the items should be attended and resolved by the Supplier during the warranty period.

11. The bidder should have service support center/Authorized Service Partner at Ernakulum/Kozhikode. The details may be furnished along with the bid.
12. Bids should be clear in all respects and those with ambiguous clauses shall be rejected.
13. HLL will have the right to increase or decrease up to 20% of the quantity of goods and services specified in the schedule of requirements without any change in the unit price or other terms and conditions during the validity period.
14. The supply order shall be placed on the lowest responsive bidder.
15. Payment will be released within 30 days from Corporate Head Office Poojappura against the successful Installation and acceptance by HLL. For claiming the payment, the following documents are to be submitted.
 - a. Three copies of Invoice
 - b. Delivery/Installation report duly signed by the concerned person of HLL and representatives of the supplier.
 - c. Warranty certificate if any,
 - d. Mention the software (if any) that are pre-loaded in the system as bundle.
16. The bids should be submitted at the following address.

Associate Vice President(IT)
HLL Lifecare Limited
Corporate and Registered Office,
HLL Bhavan, Poojappura,
Thiruvananthapuram – 695 012,
Phone: 0471- 2354949.

17. Bids should be submitted on or before **15:00 Hrs on 27.03.2015** and the same **will be opened at 15.30 Hrs on the same day** at Corporate Head Office, Poojappura, and Thiruvananthapuram in the presence of the representative of the bidder who chooses to attend. If the bid opening day is declared as holiday for HLL, the bid will be opened at the next working day of HLL.
18. The envelopes containing the bid shall bear the Bid Number with date and the words **DO NOT OPEN BEFORE 05.00 PM** ..+(Here insert the time and date of bid opening)
19. Any bid received after the deadline will be rejected.
20. HLL Lifecare Limited reserves the right to accept or reject any or all of the bids without assigning any reason whatsoever.
21. No Email or fax bids will be accepted.
22. Any dispute arising out of the tender/bid document/ evaluation of bids/issue of purchase order shall be subject to the jurisdiction of the competent court at Thiruvananthapuram only.

Thanking you,
Yours faithfully,

P. Sivakumar
Sr. Manager (Hardware)

Annexure-1

Sl. No	Description Minimum technical Specifications	Qty
1.	Desktop Computer (ISO, Microsoft & Linux Certified)	
	CPU	Intel Core i3 4 th generation CPU or better
	Memory	4 GB DDR3 RAM upgradable upto 16 GB
	Hard Disk Drive	500GB SATA HDD
	Optical Drive	DVD RW
	Display	18.5+LED Monitor
	Communication	10/100/1000 Mbps Ethernet
	Casinet& Ports	Micro/Mini Tower 6 USB Ports (at least 2 in port in front) VGA and Audio
	Operating System	Pre-loaded Genuine Windows 7 Professional / Windows 8 Pro (Licensed)
	Accessories	Standard Keyboard and Optical mouse with mouse pad
2.	Multifunction Laser Jet Printer (print/copy/scan): (ISO certified)	
	Type	LaserJetMonochrome ,A4
	Print	Print Speed Up to 25ppm(A4), Print Resolution 600 x 600 dpi
	Scan	Flat bed, ADF
	Scanning Resolution	up to 1200dpi(optical)
	Color Depth	24 bit
	Copy	Copy Speed 25cpm-A4/Copy Resolution600 x 600dpi
	Connectivity	(i). Hi-speed USB 2.0 (ii). 10/100 Ethernet port
	Display	LCD Display
Duplexing	Automatic (standard)	
3.	600VAOfflineUPS(ISOcertified) 600VA, 15-20MinutesBackup and3OutputSockets	6 Nos.
4.	Dot matrix Printer (80 Column): No. of pins:24 /Print direction: Bi-directional with logic seeking	
	Print speed	
	a. High speed draft:	10/12CPI - 300/400 cps
	b. Draft	10/12/15 CPI - 250/300/350 cps
	c. LQ	10/12/15 CPI . 80/100/120 cps
Copies:	Original + 3 copies	
Interface:	Parallel, USB(optional)	2 Nos.

Address of the Locations

HLL Lifecare Limited
Hindlabs,
Ground Floor, SuperSpeciality
Block, Govt.Medical College
Kozhikode 673008
Ph: 0495 . 2350090 , Mob: 940002793

