

(UNDER JURISDICTION OF KOLKATA)
ANDREW YULE & COMPANY LIMITED
(A Government of India Enterprise)
ENGINEERING DIVISION
“YULE HOUSE”
8, DR. RAJENDRA PRASAD SARANI
KOLKATA-700 001

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NOTICE INVITING TENDER

Ref : ENG/MSD/SG/Laptop-Printer/085

Dated : 30/05/2013

LAST DATE OF BID SUBMISSION: 17/06/2013

1. Sealed Bids are invited from interested bidders for supply, installation & commissioning of 3 nos of Laptop (HP/DELL/Lenovo make) and 1 No. of Laserjet Printer, make HP, Model : 1020.

a) Laptop with Intel Core i3 processor, Windows 7 Pro version OS. 4GB DDR3 RAM 500 GB HDD, 15.6 monitor, DVD writer, Bluetooth. Media is to be provided separately. Installation & necessary software support is to be provided by you as per our requirement.

b) Laser Jet printer. Make : HP, Model : Laserjet 1020.

TYPE OF TENDER	TWO PART BID
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2. The Bids must be received on or before 3.00 P.M. (IST) of **17/06/2013**

3. The Techno-commercial Bids shall be opened at 4-30 P.M. (IST) on the same day in the presence of the representatives of the bidders who choose to remain present.

In case scheduled date of opening of tenders happens to be a holiday, the tenders shall be opened at 4-30 P.M. (IST) on the next full working day.

4. METHODOLOGY FOR THE SUBMISSION OF TENDERS:

- 4.1 Offers must be submitted in two sealed COVERS as per details shown at Para 4.2 below. Failure to follow the instructions will render the tender unacceptable. The bids should be submitted to the office of **Dy. Gen. Manager (Materials), Andrew Yule & Co. Ltd., 'Yule House', 8 Dr. Rajendra Prasad Sarani, Kolkata - 700 001**. Incomplete offers and / or offers received after the due date and time of submission of tenders is liable for rejection and shall not be opened without assigning any reasons. **Offer received through FAX, TELEGRAM or E-mail will not be considered.**
- 4.2 The bidders must submit their offer in two separate sealed COVERS (Part-I & Part –II) and these two covers should be put in an outer cover super scribing there on Tender No and Date and the Date of opening of the tender.
1. PART-I will contain requisite Specifications, catalogue, and General Terms and Conditions duly signed by the tenderer & super scribed by **“Techno-commercial Bid”**.
 2. PART-II will contain rate quotation only i.e. the schedule of items (Annexure –I) in which form, rates are to be quoted & super scribed by **“Price Bid”**. Price bid will be opened only for technically suitable parties.
 3. All envelopes containing the tenders shall be properly stamped and sealed. Envelopes stapled shall not be accepted. Offers, erased and over-written will be summarily rejected unless corrections are made by crossing out the part in error and the rewritten / corrected part is authenticated with the bidder's signature.
 4. All the papers in the tender and terms and conditions must be signed with the seal of the bidders. Offers received without signature and seal on all pages shall be liable for rejection.

GENERAL TERMS AND CONDITIONS

1. Price Basis : Free delivery at Kalyani Works, Nadia and at AYCL HO, 8, Dr. Rajendra Prasad Sarani, Kolkata
2. Price Break-up : Details of price to be indicated confirming Tax implications i.e. ED, VAT/CST, Transport Insurance, Freight Charges etc
3. Inspection : Inspection to be carried out after delivery & installation at our office / factory.
4. Delivery Time : Immediate.
5. Price Reduction Clause : Price Reduction Clause will be applicable @ 1/2% per week subject to maximum 5% of the order value for delay in delivery for whatever reason.
6. Guarantee / Warranty: The equipment must be provided with manufacturer guarantee / warrantee against faulty design, workmanship and material. Any defects found during the said period, the same to be replaced / repaired by you to our satisfaction, free of cost.
7. Payment Terms: Within 30 days from the date of successful installation & commissioning of the equipment/s at our Kalyani Works / H.O. And duly certified by authorised representative of AYCL.
8. Validity of Offer : Offer must be valid for 90 days from the date of opening of offer.
9. (a) Tenders with erasing or overwriting are likely to be rejected unless all correction have been authenticated with tenderer's signature. The tender document have to be submitted intact without any mutilation or alteration and correctly filled in along with the tenderer's signature and stamp at the bottom of each and every page of the tender documents, otherwise they are liable to be rejected.

(b) Conditional tenders or deviation from AYCL's Tender Terms and conditions shall be liable for rejection, without assigning any reason there-to.

All disputes arising out of this contract shall be under the jurisdiction of **Ld. Kolkata Court** only and as per the "law of the land".

AYCL is entitled to increase or decrease the quantity against any / all the items. AYCL do not bind itself to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of the tender or portion of the quantity offered, or to defer or stagger the finalization of the purchase without assigning any reason there to.

AYCL RESERVES THE RIGHT TO ACCEPT OR REJECT ANY TENDER EITHER IN WHOLE OR IN PART WITHOUT ASSIGNING ANY REASONS WHATSOEVER.

M/s. Andrew Yule & Co. Ltd.
Engineering Division
'YULE HOUSE'
8, Dr. Rajendra Prasad Sarani
Kolkata - 700 001

NOTE: AYCL = M/s. Andrew Yule & Co. Ltd.

Annexure –I

The schedule & quantity of items:

Sl. No	ITEM DESCRIPTION	QTY	UNIT	RATE Rs./ Unit	AMOUNT (Rs.)
1	Laptop with Intel Core i3 processor, Windows 7 Pro version OS. 4GB DDR3 RAM 500 GB HDD, 15.6 monitor, DVD writer, Bluetooth. Media is to be provided separately. Installation & necessary software support is to be provided by you as per our requirement. Make : DELL / HP / LENOVO	3	Nos.		
2	Laser Jet printer. Make: HP, Model: Laserjet 1020.	1	No.		