

ENQUIRY

HP India Sales Pvt. Ltd. No.24, Salapuria Arena, Hosur Main Road, Adugodi, Bangalore-560030 Email: ashish.kumar@hp.com	All Communications to be addressed to The Director IISER PUNE for the attention of INCHARGE S & P FOR DIRECTOR	
	Tender Enquiry No:	IISER/PUR/0072/HP/24
	Date	17/05/2024

Sir/Madam,

Subject: REQUEST FOR QUOTATION DUE DATE : 27/05/2024

Please send your Principal quotation in a sealed cover for the following items with complete specifications and literature showing delivery period, on or before the due date to reach this office. In case of difficulty please contact us at purchase@iiserpune.ac.in

S.No	Description of Material	Quantity
1.	Rate Contract for HP Cartridges	As per attached list
<ol style="list-style-type: none">Quotation received after due date will not be considered at allOur Enquiry No, date and DUE date as above must be subscribed on the sealed envelope containing your quotation.We do not accept the advance payment terms or through bank against documents.		Assistant Registrar (S&P)

TERMS AND CONDITIONS FOR ENQUIRY.

Category of Suppliers invited for this Tender

Class I local Supplier – has local content equal to more than 50%

Class II local Supplier – has local content more than 20% but less than 50%

1. **Two Bid System:** The two bid system should be followed for this tender. In this system the BIDDER must submit his/her offer in two separate sealed envelopes. Both the technical bid and commercial bid envelopes should be securely sealed and stamped separately and clearly marked as “Envelope No.1 – Technical Bid” and “Envelope No.2 – Commercial Bid” respectively. Both the sealed envelopes should be placed in a third larger envelope.
2. **The technical offer should not contain any price information.**
3. **Financial Bids of the eligible bidders will be opened on a later date. The date and time for opening of Financial Bids will be announced later.**
4. **OEM authorization for this tender should be submitted along with the bid.**
5. Quotation should be SEALED and mention the ENQUIRY NO: DATE and DUE DATE on the envelope.
6. The quotations will be accepted only up to 5.00 p.m. The quotations will be opened in the presence of the representatives, if any, of the quoting firm at 3.30 p.m. on the next working day of the due date.
7. Your offer should be valid for a period of 60 days from the date of opening of the quotations/tenders
8. Break up of individuals cost of items should be provided.
9. Your rate should include packaging and forwarding charges. In case of quotation F.O.R. destination Insurance should also be covered. The good should be insured in your favor against theft, loss, damage or breakage during transit.
10. **Delivery Period / Timeliness**
The deliveries & installation must be completed within 3 days, after placement of purchase order/after opening of LC. The time is the essence of the contract. It is mandatory for the bidders who respond to this bid to meet these expectations, as are tightly linked to IISER, PUNE’s plans of completing the project within the time frame.
11. **Penalty for delayed Services / LD**
 - 7.1. As time is the essence of the contract, Delivery period mentioned in the Purchase Order should be strictly adhered to. Otherwise the IISER will forfeit SD and also LD clause will be applicable /enforced.
 - 7.2. If the supplier fails to Supply, install as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 1% of order value per every week of delay subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.
 - 7.3. IISER, PUNE reserves the right to cancel the order in case the delay is more than 10 weeks. Penalties, if any, will be deducted from the Security Deposit
12. **We do not accept advance payment terms or payment against documents. See below details of accepted payment terms.**
Mode of Payment
Payment will be made directly to the suppliers by RTGS/NEFT after receipt of the goods, tested /inspected and found satisfactory with regard to quality, quantity, and specifications ordered for and after satisfying that the terms and conditions of supply have been fulfilled.
13. **Fall clause:**
The commercial offer shall in no way exceed the lowest price at which the contractor sells the stores of identical description to any other person/organization during the currency of the contract.

14. The quotations are liable to be rejected if any of the above condition is not complied.
15. This Institute is following and abide with the Public Procurement (Preference to Make in India), Order 2017, DIPP, MoCI Order No. P-45021/2/2017-B.E.II dated 15th June 2017 and 4th June, 2020 and subsequent amendments to the order. Accordingly, preference will be given to the Make in India products while evaluating the bids, however, it is the sole responsibility of the bidder(s) to specify the product quoted by them is of Make i IISER Punen India product along with respective documentary evidence as stipulated in the aforesaid order in the technical bid itself.
16. Printed condition of the tenders/quotations shall not be binding on us.
17. The acceptance of the quotation will rest with the Director, Indian Institute of Science Education and research (IISER) Pune who does not bind himself to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotations received without assigning any reason.

LIST OF CARTRIDGES

S No	HP Cartridge Nos	HP Part Description	MRP	MRP (inclusive of GST)	Discounted Price (inclusive of GST)
1	X4D11AC	HP 993AC Cyan Contract PageWide Crtg			
2	X4D14AC	HP 993AC Mag Contract PageWide Crtg			
3	X4D17AC	HP 993AC Yel Contract PageWide Crtg			
4	X4D20AC	HP 993AC Blk Contract PageWide Crtg			
5	W1660A	HP 166A Blk Original Laser Toner Crtg			
6	CF230A	HP 30A Black LaserJet Toner Cartridge			
7	CF230XC	HP 30X Black LaserJet Toner Cartridge			
8	CF232A	HP 32A Original LaserJet Imaging Drum			
9	CC530AC	HP 304A Blk Contract LJ Toner Cartridge			
10	CC531AC	HP 304A Cyn Contract LJ Toner Cartridge			
11	CC532AC	HP 304A Ylw Contract LJ Toner Cartridge			
12	CC533AC	HP 304A Mgn Contract LJ Toner Cartridge			
13	CB540A	HP Color LaserJet CP1215/1515 Black Crtg			
14	CB541A	HP Color LaserJet CP1215/1515 Cyan Crtg			
15	CB542A	HP LaserJet CP1215/1515 Yellow Crtg			
16	CB543A	HP LaserJet CP1215/1515 Magenta Crtg			
17	Q2612AC	HP Q2612AC Blk Contr LJ Toner Cartridge			
18	Q2612XC	HP 12X Blk Contract LJ Toner Crtg			
19	CC388AC	HP CC388AC Blk Contr LJ Toner Cartridge			
20	CC388XC	HP 88X Blk Contract LJ Toner Crtg			
21	CF350A	HP M153/M176/M177 Black LJ Toner Crtg			
22	CF351A	HP M153/M176/M177 Cyan LJ Toner Crtg			
23	CF352A	HP M153/M176/M177 Yellow LJ Toner Crtg			

24	CF353A	HP M153/M176/M177 Magenta LJ Toner Crtg			
25	CF410A	HP 410A Black LaserJet Toner Cartridge			
26	CF411A	HP 410A Cyan LaserJet Toner Cartridge			
27	CF412A	HP 410A Yellow LaserJet Toner Cartridge			
28	CF413A	HP 410A Magenta LaserJet Toner Cartridge			
29	W2110A	HP 206A Blk Original LaserJet Toner Crtg			
30	CN045AA	HP 950XL Black Officejet Ink Cartridge			
31	CN046AA	HP 951XL Cyan Officejet Ink Cartridge			
32	CN047AA	HP 951XL Magenta Officejet Ink Cartridge			
33	CN048AA	HP 951XL Yellow Officejet Ink Cartridge			
34	F6V20AA	HP 803 Tri-color Ink Cartridge			
35	F6V23AA	HP 803 Small Black Ink Cartridge			
36	CE410A	HP 305A Blk Contract LJ Toner Cartridge			
37	CE410XC	HP 305X Blk Contract LJ Toner Cartridge			
38	CE411AC	HP 305A Cyn Contract LJ Toner Cartridge			
39	CE412AC	HP 305A Ylw Contract LJ Toner Cartridge			
40	CE413AC	HP 305A Mgn Contract LJ Toner Cartridge			
41	F6V26AA	HP 680 Tri-color Ink Cartridge			
42	F6V27AA	HP 680 Black Ink Cartridge			
43	W2090A	HP 119A Blk Original Laser Toner Crtg			
44	W2091A	HP 119A Cyn Original Laser Toner Crtg			
45	W2092A	HP 119A Ylw Original Laser Toner Crtg			
46	W2093A	HP 119A Mgn Original Laser Toner Crtg			
47	CF210A	HP LaserJet Pro M251/M276 1.4K Blk Crtg			
48	CF211A	HP LaserJet Pro M251/M276 Cyan Crtg			
49	CF212A	HP LaserJet Pro M251/M276 Yellow Crtg			
50	CF213A	HP LaserJet Pro M251/M276 Magenta Crtg			
51	W1112A	HP 110A Blk Original Laser Toner Crtg			

52	D8J07A	HP 980 Cyan Original LaserJet Toner Cartridge			
53	D8J08A	HP 980 Magenta Original LaserJet Toner Cartridge			
54	D8J09A	HP 980 Yellow Original LaserJet Toner Cartridge			
55	D8J10A	HP 980 Black Original LaserJet Toner Cartridge			
56	CZ107AA	HP 678 Black Ink Cartridge			
57	CZ108AA	HP 678 Tri-color Ink Cartridge			
58	CE310A	HP CLJ CP1025 Black Print Cartridge			
59	CE311A	HP CLJ CP1025 Cyan Print Cartridge			
60	CE312A	HP CLJ CP1025 Yellow Print Cartridge			
61	CE313A	HP CLJ CP1025 Magenta Print Cartridge			
62	CE314A	HP Color LaserJet CP1025 Imaging Unit			
63	CF280A	HP LaserJet Pro M401/M425 2.7K Blk Crtg			
64	CF280XC	HP 80X Blk Contract LJ Toner Cartridge			
65	CE255A	HP LaserJet P3015 6K Print Cartridge			
66	CF228XC	HP 28X Blk Contract LJ Toner Cartridge			
67	CF228A	HP 28A Black LaserJet Toner Cartridge			
68	W2110A	HP 206A Blk Original LaserJet Toner Crtg			
69	W2111A	HP 206A Cyn Original LaserJet Toner Crtg			
70	W2112A	HP 206A Ylw Original LaserJet Toner Crtg			
71	W2113A	HP 206A Mgn Original LaserJet Toner Crtg			
72	W1370A	HP 137A Black Original LaserJet Toner Cartridge			
73	W1370X	HP 137X Black Original LaserJet Toner Cartridge			
74	CF218AC	HP 18A Blk Contract LJ Toner Cartridge			
75	CE400A	HP 507A Black LaserJet Toner Cartridge			
76	CE401A	HP 507A Cyan LaserJet Toner Cartridge			
77	CE402A	HP 507A Yellow LaserJet Toner Cartridge			
78	CE403A	HP 507A Magenta LaserJet Toner			

		Cartridge			
79	CE250A	HP CP3525/CM3530 MFP Black 5K Print Crtg			
80	CE251A	HP CP3525/CM3530 MFP Cyan Print Crtg			
81	CE252A	HP CP3525/CM3530 MFP Yellow Print Crtg			
82	CE253A	HP CP3525/CM3530 MFP Magenta Print Crtg			
83	CF410A	HP 410A Black LaserJet Toner Cartridge			
84	CF411A	HP 410A Cyan LaserJet Toner Cartridge			
85	CF412A	HP 410A Yellow LaserJet Toner Cartridge			
86	CF413A	HP 410A Magenta LaserJet Toner Cartridge			
87	Q5942A	HP LaserJet 4250/4350/4240 Black Crtg			
88	CE278AC	HP CE278AC Blk Contract LJ Toner Crtg			
89	CF380A	HP 312A Black LaserJet Toner Cartridge			
90	CF381AC	HP 312A Cyn Contract LJ Toner Cartridge			
91	CF382AC	HP 312A Ylw Contract LJ Toner Cartridge			
92	CF383AC	HP 312A Mgn Contract LJ Toner Cartridge			
93	Q7553A	HP LaserJet P2015 Black Cartridge			
94	CF289A	HP 89A Black LaserJet Toner Cartridge			
95	CF400A	HP 201A Black LaserJet Toner Cartridge			
96	CF401A	HP 201A Cyan LaserJet Toner Cartridge			
97	CF402A	HP 201A Yellow LaserJet Toner Cartridge			
98	CF403A	HP 201A Magenta LaserJet Toner Cartridge			
99	F6V20AA	HP 803 Tri-color Ink Cartridge			
100	F6V23AA	HP 803 Small Black Ink Cartridge			
101	L0S63AA	HP 955XL Cyan Original Ink Cartridge			
102	L0S66AA	HP 955XL Magenta Original Ink Cartridge			
103	L0S69AA	HP 955XL Yellow Original Ink Cartridge			
104	L0S72AA	HP 955XL Black Original Ink Cartridge			