



NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED

(A GOVT. OF INDIA ENTERPRISE)

DOYANG HYDRO ELECTRIC PLANT

DOYANG, DIST. - WOKHA, NAGALAND, PIN-797100

ISO 9001:14001
OHSAS 18001

SHORT NOTICE INVITING QUOTATION

NO. 03/2015/IT/DHEP Dt. 22nd July 2015

Sealed single part quotation with 45 (forty five) days validity are invited from reputed Firms/ Suppliers / Manufacturers for supply of IT Consumables as mentioned below required at Doyang H.E. Plant, NEEPCO Ltd., Doyang, Dist.- Wokha, Nagaland, Pin-797100

Sl. No.	Item	Unit	Required Qty
1	HP Toner Cartridge 12A	No	25
2	HP Toner Cartridge 88A	No	25
3	CANNON Toner Cartridge EP-26	No	1
4	Konica Minolta 1300 Tonner Cartridge (made in Japan)	No	3
5	HP Toner Cartridge 80A	No	5
6	HP Toner Cartridge 78A	No	18
7	Cannon NPG-28 Toner Cartridge	No	12
8	HP Ink Cartridge 860 Black	No	15
9	HP Ink Cartridge 853 Black	No	0
10	HP Ink Cartridge 857 Colour	No	2
11	HP Ink Cartridge 678 Black	No	10
12	HP Ink Cartridge 678 Colour	No	10
13	DAT Cartridge DDS-2 8GB (10 Pcs per Box)	Box	4 Box
14	LIPI T6050 Line Printer Ribbon (LIPI Make)	No	2

Terms & Conditions:

1. The bid should be submitted in Sealed Envelop superscripted with "Quotation for Supply of IT Consumables against NIQ No. 03/2015/IT/DHEP"
2. Bidders should state their Tax Payers Identification Number, VAT Registration Number and Permanent Account Number without which bids may be summarily rejected. Experience and past performance documents may kindly be submitted.
3. **Price Basis:** Rate should be quoted F.O.R.-NEEPCO transit camp, Golaghat, Assam.
4. **TAXES :** The Rate of taxes & duties may be mentioned separately and clearly.
5. **EARNEST MONEY DEPOSIT (EMD):** The bidder have to deposit earnest money @ 2.5% of the quoted value in the form of Demand Draft from any Nationalized Bank in favour of NEEPCO Ltd., payable at SBI, Doyang Branch (Br. Code- 9351), Doyang, Nagaland along with their offer failing which the tender will not be considered.
 - a. EMD of all unsuccessful bidders will be returned only after finalization of the bid.
 - b. If the bidder withdraws the bid while it is under consideration, his EMD shall be forfeited and will take other action as per norms of the Corporation.
6. **DELIVERY:** Delivery shall have to be completed within 30 (thirty) days from the date of issue of detail order to the selected bidder.
7. **GUARANTY/ WARRANTY:** The materials supplied shall be guaranteed / warranted against any manufacturing defect as per manufacturer's norms.
8. **PAYMENT TERMS:** 100% payment shall be released on receipt of the materials in full and good condition.

9. **REJECTION OF DEFECTIVE MATERIALS:** Material found defective at the time of received must be replaced at the cost of the supplier.
10. The Corporation reserves the right to change/modify the requirements or to postpone/reject the tender without conveying any reason thereof and is not bound to accept the lowest bid.
11. Sealed tenders with NIQ number superscripted on the envelope should be submitted by hand with written authorization or registered post. The Corporation shall not be responsible for any postal delay.
12. The address for submission of the bid – **The Sr. Manager (IT), NEEPCO Transit Camp, HPB Girl's College Road, Chandan Nagar, Golaghat, Assam, Pin- 785621.**
13. The bid shall be **received till 15:00 hrs of 20/08/2015** in the above mentioned address.
14. The bid shall be **opened at Doyang H.E. Plant, Doyang on 21/08/2015 at 15:30 hrs.** In case 21/08/2015 is a holyday, the bid shall be opened on next working day at 15.00 hrs.
15. The bidders have to quote rate for all items, else the bid shall be liable for rejection.
16. The final quantity may increase or decrease.
17. All the above terms and conditions are non-deviable. Tenders not complying with all above may be summarily rejected.

Handwritten signature in blue ink, followed by the date 22/08/15 written below it.

Sr. Manager (IT)
DHEP, NEEPCO, Doyang