

## **Bid Document**



### **GUJARAT INFORMATICS LIMITED**

Block No. 1, 8<sup>th</sup> Floor, Udyog Bhavan,  
Sector-11, Gandhinagar 382 010  
Phone No: 079 - 23256022  
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**Bid for Purchase of HP Printer Cartridges &  
other Consumables on behalf of Various  
Government Departments / Boards /  
Corporations / Offices  
(Tender No. HWT071116398)**

**Pre-bid Meeting: 18.11.2016 on 1500 hours**

**Last Date of Submission of Bid: 29.11.2016 till 1500 hours**

**Last Date of Submission of Bid Processing Fees & EMD: 29.11.2016 till 1500 hours**

**Date of Opening of Technical Bid: 29.11.2016 on 1700 hours**

**Bid Processing Fee: Rs. 5,000/-**

Gujarat Informatics Limited (herein after referred to as GIL), on behalf of Various Government Departments / Boards / Corporations / Offices across the State of Gujarat (herein after referred to as the Purchasers) for their requirement of HP Printer Cartridges & other consumables invites offer through E-tendering route for supply of Original HP Printer Cartridges & other consumables (as specified in Financial Bid Format) across the Gujarat State. (Tender No. HWT071116398)

## **SECTION I**

### **Eligibility Criteria for the bidder:**

1. The bidder should have a minimum total sum of turnover during the last three financial years as specified below depending upon the number of zone they want to quote.

- **2 Crores** total turnover during the last three FY if they want to quote for **any single zone**.
- **4 Crores** total turnover during the last three FY if they want to quote for **any of the two zones**.
- **6 Crores** total turnover during the last three FY if they want to quote for **all the three zones**.

The copies of Audited Annual Accounts/Balance Sheet along with Profit & Loss Account and CA Certified Statement for last three financial years shall be attached along with the bid. **(Form no. E-1)**

2.

a) The bidder must have one office in Gujarat. Please attach the copies of any two of the following: Property Tax Bill of last year / Electricity Bills of last one year / Telephone Bills of last one year / VAT Registration / CST Registration / Valid Lease Agreement. **(Form no. E-2). In case, bidder does not have office in Gujarat, bidder should give undertaking to open office in Gujarat within 45 working days from the date of purchase order.**

b) Bidder must ensure that the warranty support & service should be available up to delivery locations to provide repairing cum replacement services of faulty equipments within 48 hrs. Bidder is required to provide the name & address & contact details of the firm for providing warranty support & repairing cum replacement service up to delivery locations. **(Form no. E-3).**

3. The bidder should have similar kind of experience for supply of printer cartridges and should have supply minimum numbers of printer cartridges in last three years as specified below depending upon the number of zone they want to quote.

- **At least 500 numbers** of printer cartridges in last three years if they want to quote for **any single zone**.
- **At least 1,000 numbers** of printer cartridges in last three years if they want to quote for **any of the two zones**.
- **At least 1,500 numbers** of printer cartridges in last three years if they want to quote for **all the three zones**.

Documentary proof like copy of PO, Customer Reference shall be submitted **(Form no. E-4).**

4. The bidder should be authorized by HP to quote this bid **(Form no. E-5)**. Please attach the copy of Authorization on HP letter head and signed by authorized signatory for the item(s) to be offered in this bid.

### **Note:**

1. All the details and the supportive documents for the above mentioned items should be uploaded in eligibility section in the bid.
2. Bidders who wish to participate in this bid will have to register on <https://gil.nprocure.com>. Further bidders who wish to participate in online bids will have to procure Digital Certificate as per Information Technology Act 2000 using which they can sign their electronic bids. Bidders can procure the same from (n) code solutions – a division of GNFC Ltd., or any other agency licensed by Controller of Certifying Authority, Govt. of India. Bidders who already have a valid Digital Certificate need not procure a new Digital Certificate.

## **SECTION II**

### **General Terms & Conditions:**

1. The last date of submission of bid on the website <https://gil.nprocure.com> is **29.11.2016** up to 1500 Hrs. No physical bids will be accepted under normal circumstances. However, GIL reserves the right to ask the bidders to submit the bid and/or any other documents in physical form.
2. The bid is non-transferable.
3. GIL will select Zone WISE agency for supply of HP Printer Cartridges & other Consumables to Government Offices across the State of Gujarat. Bidder may participate for One Zone or more than One Zone and quote the rates accordingly. The location of work has been divided in three zones across the Gujarat State as mentioned under:

Zone No.	Zone	District locations including respective Talukas
Zone-I	North Gujarat and Central Gujarat	Ahmedabad, Gandhinagar, Kheda, Anand, Mehsana, Patan, Banaskantha, Sabarkantha and Aravalli
Zone-II	Saurashtra & Kutch	Junagadh, Amreli, Bhavnagar, Gir-Somnath, Morbi, Botad, Devbhumi Dwarka, Rajkot, Surendranagar, Jamnagar, Porbandar and Kutch
Zone-III	South Gujarat	Surat, Vadodara, Navsari, Valsad, Bharuch, Narmada, Tapi, Dang, Dahod, Panchmahal (Godhra), Mahisagar (Lunavada) and Chhota Udaipur

4. The selected bidder will have to supply the ordered goods at finalized rates in this bid at any location across Gujarat State in the zones as above.
5. Bidders are required to quote for all items i.e. all SKUs for the zone they have participated. Incomplete bids will be treated as non-responsive and will be rejected.
6. The Bidder shall bear all the costs associated with the preparation and submission of its bid, and GIL in no case will be responsible or liable for these costs, regardless of conduct or outcome of bidding process.
7. The bidder has to upload the authorization letter issued by HP on its letter head duly signed by the authorized signature & other supporting documents as asked for in the bid in scanned format. Failing to submit the same or non-compliance/deviation from any bid terms and conditions and eligibility criteria may result in rejection of the bid.
8. Amendment of Bidding Documents (Corrigendum)
  - 8.1. At any time prior to the deadline for submission of bids, GIL may, for any reason, whether its own initiative or in response to the clarification request by a prospective bidder, modify the bidding documents.
  - 8.2. The corrigendum will be published on website <https://gil.nprocure.com> & [www.gil.gujarat.gov.in](http://www.gil.gujarat.gov.in).
  - 8.3. In order to allow prospective bidders reasonable time to take into consideration the amendments while preparing their bids GIL, at its discretion, may extend the deadline for the submission of bids.
9. Bid Currency - Prices shall be quoted in Indian Rupees only. Payment for the supply of goods shall be made in Indian Rupees only.
10. The bidder will have to submit **Non refundable Bid Processing Fees of Rs. 5,000/- & Earnest Money Deposit (E.M.D.)** which will be refundable as specified below depending upon the number of zone they want to quote:
  - a) **Rs. 1,00,000/- (Rupees One Lacs Only)** for one single zone.
  - b) **Rs. 2,00,000/- (Rupees Two Lacs Only)** for any two zones.
  - c) **Rs. 3,00,000/- (Rupees Three Lacs Only)** for all the three zones.

- Bidder has to submit the Bid processing fees and EMD on or before date & hours of opening the bids in a sealed cover at GIL office with the heading **"Bid processing Fees & EMD for E-tender no HWT071116398 for Purchase of HP Printer Cartridges & other consumables on behalf of Various Government Departments / Boards / Corporations / Offices."**
- Bid processing fees must be in the form of Demand Draft in the name of "Gujarat Informatics Ltd." payable at Gandhinagar along with the covering letter.
- EMD as mentioned above, shall be submitted in the form of Demand Draft **OR** in the form of an unconditional Bank Guarantee which should be valid for 15 months from the last date of bid submission of any Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks and Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2015/508/DMO dated 27.04.2016 issued by Finance Department or further instruction issued by Finance department time to time; in the name of "Gujarat Informatics Ltd." payable at Gandhinagar (as per prescribed format given at Annexure A) and must be submitted along with the covering letter.

Please affix the stamp of your company on the overleaf of demand draft.

**Note:** Failing to submit physical covers of EMD and bid processing fees at GIL on or before **29.11.2016 up to 1500 Hrs** may lead to the rejection of the bid.

11. In case of non-receipt of Bid processing fees & EMD as mentioned above within prescribed time, the bid will be rejected by GIL as non-responsive.
12. Unsuccessful bidder's E.M.D. will be returned as promptly as possible after the expiration of the period of bid validity OR upon the successful Bidder signing the Contract, whichever is earlier.
13. In exceptional circumstances, GIL may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. Bidder may refuse the request without forfeiting its E.M.D. A Bidder granting the request will not be permitted to modify its bid.
14. The Successful bidder has to submit copies of each purchase order to GIL office.
15. Successful Bidder will have to sign the contract upon receiving the first purchase order under this bid with GIL within 15 working days from the date of confirmed purchase order. (The draft is attached herewith).
16. The successful Bidder's E.M.D. will be returned after the expiration of the period of bid validity as mentioned above.
17. The E.M.D. may be forfeited at the discretion of GoG / GIL, on account of one or more of the following reasons:
  - (a) If a Bidder withdraws its bid during the period of bid validity.
  - (b) If Bidder does not respond to requests for clarification of their Bid
  - (c) If Bidder fails to co-operate in the Bid evaluation process, and
  - (d) In case of a successful Bidder, if the Bidder fails:
    - (i) To sign the Contract as mentioned above or
    - (ii) If the bidder is found to be involved in fraudulent practices.
18. **If the successful bidder fails to sign the Contract Form within prescribed time limit, the EMD of the successful bidder will be forfeited. GIL also reserves the right to blacklist such bidder from participating in future tenders if sufficient cause exists.**
19. Price shall be inclusive of all freight, forwarding, transit insurance etc.
20. Prices shall be inclusive of Excise Duties. The prices shall strictly be submitted in the given format. Quoted prices shall be inclusive of all taxes except CST / VAT / Service Tax. The tax components like CST / VAT / Service Tax as applicable shall be mentioned separately in the respective columns.
21. Late Bids: The bidder will not be able to submit the bid after final submission date and time.
22. Modification and Withdrawal of Bids
  - 22.1. The Bidder may modify or withdraw its bid before the due date of bid submission.

- 22.2. No bid will be allowed to be modified subsequent to the final submission of bids.
- 22.3. No bid will be allowed to be withdrawn in the interval between the deadline for submission of bids and the expiry of the bid validity. Withdrawal of a bid during this interval will result in the forfeiture of bidder's E.M.D.
23. Bids will be opened with the buyer's private digital key in the presence of Bidder's representatives, who choose to attend. The Bidder's representatives who are present shall sign a register/attendance sheet evidencing their attendance. The representative will be held responsible for all commitments made on behalf of the bidder and that will be considered valid for all further dealings related to this bid process. In the absence of the bidder(s), the Tender Committee may choose to open the bids as per the prescribed schedule.
24. The Bidder's names, Bid modifications or withdrawals, discounts and the presence or absence of relevant E.M.D. and such other details as GIL/GoG officer(s) at their discretion, may consider appropriate, will be announced at the opening.
25. **Evaluation of the Bids:** After the closing time of submission, GIL / GoG committee will verify the submission of Bid Processing Fees & EMD as per bid terms and conditions. The eligibility / technical criteria evaluation will be carried out of the responsive bids. GIL will seek clarifications if required on eligibility & technical section. The financial bid of the technically qualified bidders will be opened and evaluated. **L1 bidder will be decided based on the item wise (i.e. SKU wise) lowest quoted rate without tax** as mentioned in the financial bid section. ***If the financial quote of L2 bidder is within the price band of 10% of lowest item wise quoted rates will be invited to match the lowest negotiated rates and if they match the lowest negotiated rates then they will be empanelled & their rates will also be circulated.***
26. **Delivery:** Within **15 working days** from the date of confirmed purchase order.
27. In case of successful bidder is found in breach of any condition(s) of bid or supply order/work order, at any stage during the course of supply, the legal action as per rules/laws, shall be initiated against the successful bidder and EMD shall be forfeited, besides debarring and blacklisting the bidder concerned for the time period as decided by Govt., for further dealings with GoG.
28. Bid validity will be of **1 Year after the date of financial bid opening**. A bid valid for shorter period shall be rejected as non-responsive. **If required, GIL may extend the bid validity for further period from the date of expiry of bid validity in consultation with the successful bidder.**
29. If any manufacturing or other technical defects are found in supplied goods, the same will have to be replaced or rectified free of cost by the successful bidder.
30. **Penalty Clause**
- 30.1. **Penalties for delay in delivery and installation:**
- If the bidder fails to deliver the requisite goods within 15 working days from the receipt of the confirmed purchase order, then a sum equivalent to one percent (1 %) of the total order value shall be deducted from the payment for each calendar week of delay or part thereof.
  - The amount of penalties for delay in delivery and installation shall be subject to a maximum limit of 10% of the total contract value.
  - Delay in excess of 6 week will be sufficient to cause for termination of the contract. In that case the Performance Bank Guarantee of the bidder will be forfeited.
  - In case, the selected bidder does not supply the ordered items for any reason, he will be liable to pay the difference amount to the purchaser, over and above the EMD, which indenter departments \ Boards \ Corporations have to pay to the next or other selected bidder for purpose of the said items.
31. **Payment:** Payment for Goods and Services shall be made by Purchasing Department in Indian Rupees as follows:
- No advance payment will be made.
  - 100 % payment after successful delivery of the ordered goods.
32. GIL reserves the right to change any bid condition of any item even after inviting the bids, with/without prior notification.

33. GoG / GIL's Right to accept any Bid and to reject any or all Bids – GoG / GIL reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to awarding the Contracts, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for such decision.
34. **Bidder has to quote the unit rates of each item (SKUs) for the zone(s) they want to participate. GIL does not give guarantee for order quantity. During the period of bid validity, various Government Offices may place the purchase order for their requirements to successful bidder as per their requirements.**
35. **Limitation of Vendor's Liability:** Notwithstanding anything contained in the Contract, Vendor's liability will be only for actual direct damages and shall be capped and limited to double the charges or the amounts paid or due and payable to Vendor for the Services that are the subject of the claim.
36. All correction/addition/deletion shall require authorized countersign.
37. Force Majeure Shall mean and be limited to the following:
- Fire, explosion, cyclone, earthquake, flood, tempest, lightening or other natural physical disaster;
  - War / hostilities, revolution, acts of public enemies, blockage or embargo;
  - Any law, order, Riot or Civil commotion, proclamation, ordinance, demand or requirements of any Government or authority or representative of any such Government including restrictive trade practices or regulations;
  - Strikes, shutdowns or labor disputes which are not instigated for the purpose of avoiding obligations herein, or;
  - Restrictions imposed by the Government or other statutory bodies which prevents or delays the execution of the order;
  - Any other circumstances beyond the control of the party affected;

The BIDDER shall intimate Purchaser by a registered letter duly certified by the local statutory authorities, the beginning and end of the above causes of delay within seven (7) days of the occurrence and cessation of such Force Majeure Conditions. In the event of delay lasting over two months, if arising out of causes of Force Majeure, Purchaser reserves the right to cancel the order.

Delivery & Installation period may be extended due to circumstances relating to Force Majeure by the Purchaser. Bidder shall not claim any further extension for delivery & installation or completion of work. Purchase / GoG shall not be liable to pay extra costs under any circumstances.

The BIDDER shall categorically specify the extent of Force Majeure conditions prevalent in their works at the time of submitting their bid and whether the same have been taken in to consideration or not in their quotations. In the event of any Force Majeure cause, the BIDDER shall not be liable for delays in performing their obligations under this order and the delivery dates can be extended to the BIDDER without being subject to price reduction for delayed deliverables, as stated elsewhere.

It will be prerogative of Purchaser / GoG to take the decision on force major conditions and Purchaser decision will be binding to the bidder.

38. **The Clarifications if any should be submitted in writing to GIL at least on or before 5 days of pre-bid meeting date. Thereafter the clarifications received from the bidders will not be entertained.**

Your bid should be submitted on website <https://gil.nprocure.com> on or before **15:00 Hours, 29.11.2016.**

Proposals after due time period will not be accepted.

The Bids will be opened on **29.11.2016 at 17:00 Hours at GIL, Block No. 1, 8<sup>th</sup> Floor, Udyog Bhavan**, in the presence of the committee members and representatives of the bidders, who have submitted valid bids. Only one representative from each bidder will be allowed to attend the tender opening. The representative will be held responsible for all commitments made on behalf of the bidder and that will be considered valid for all further dealings related to this tender process.

Please address all queries and correspondence to

**Shri Vivek Upadhyay, DGM (Tech.),**  
**Gujarat Informatics Limited**  
Block No. 1, 8<sup>th</sup> Floor, Udyog Bhavan, Gandhinagar - 382010  
Phone No. 079-23259239, Fax No. 079-23238925,  
E-mail: [viveku@gujarat.gov.in](mailto:viveku@gujarat.gov.in)

Fax / Email should be followed by post confirmation copy.



### SECTION III

#### Bid Processing Fees & Earnest Money Deposit Details

Sr. No.	Item	Amount (In Rs.)	Name of the Bank & Branch	Demand Draft No.
1	Bid Processing Fees			
2	Earnest Money Deposit (E.M.D.)			

### ELIGIBILITY CRITERIA

#### Form No. E1: Financial strength of the bidder

Financial Year	Turnover (Rs. In Crores)	Audited Accounts uploaded? (Yes/No)
2013-14		
2014-15		
2015-16		
Grand Total		

**Note:** Please fill this form and upload the Audited Annual Accounts / Balance Sheet along with Profit & Loss Account for the last three financial years.

#### Form No. E2: Office in GUJARAT

Sr. No.	Address	Contact Person	Contact Nos.	Type of supporting document attached
1				
2				

**Note:** You may mention more than one office (if applicable) by adding multiple rows which may be added by "NUMBER OF ROWS TO ADD".

#### Form No. E3: Warranty Support & repairing cum replacement service up to delivery locations

Sr. No.	Address	Contact Person	Contact Nos.	Type of supporting document attached
1				
2				
.				

**Note:** Please fill this form and upload the supporting documents.

#### Form No. E4: Experience Details (Customer References)

Sr. No.	Name of the Organization	Contact Person	Contact telephone no. & Address	Date/Period of implementation	No. of Cartridges supplied	Type of Supporting Document attached
1						
2						
.						

**Note:** Please fill this form and upload the supporting documents.

#### Form No. E5: OEM (HP) Authorization

Sr. No.	HP Authorized Partner	Authorization letter Submitted? (Yes/No)
1		

**Note:** Please fill this form and upload the copy of Authorization on HP letter head and signed by authorized signatory".



## SECTION IV

### Financial Bid Format

Sr. No.	SKU / Part No.	Description	Qty (In No.)	Unit Price (In Rs. Without tax)	Rate of VAT / Service Tax (%)
A	B	C	D	E	G
1	CE413AC	HP 305A Mgn Contract LJ Toner Cartridge	1		
2	CE412AC	HP 305A Ylw Contract LJ Toner Cartridge	1		
3	CE411AC	HP 305A Cyn Contract LJ Toner Cartridge	1		
4	CE410XC	HP 305X Blk Contract LJ Toner Cartridge	1		
5	Q7551XD	HP LaserJet Q7551X Dual Pack Print Crtg	1		
6	Q7551XC	HP 51X Blk Contract LJ Toner Cartridge	1		
7	CZ192AC	HP 93A Blk Contract LJ Toner Cartridge	1		
8	CF383AC	HP 312A Mgn Contract LJ Toner Cartridge	1		
9	CF382AC	HP 312A Ylw Contract LJ Toner Cartridge	1		
10	CF381AC	HP 312A Cyn Contract LJ Toner Cartridge	1		
11	CF380XC	HP 312X Blk Contract LJ Toner Cartridge	1		
12	CF380A	HP 312A Black LaserJet Toner Cartridge	1		
13	CF365A	HP 828A Magenta LaserJet Drum	1		
14	CF364A	HP 828A Yellow LaserJet Drum	1		
15	CF359A	HP 828A Cyan LaserJet Drum	1		
16	CF358A	HP 828A Black LaserJet Drum	1		
17	CF333AC	HP 654A Mgn Contract LJ Toner Cartridge	1		
18	CF332AC	HP 654A Ylw Contract LJ Toner Cartridge	1		
19	CF331AC	HP 654A Cyn Contract LJ Toner Cartridge	1		
20	CF330XC	HP 654X Blk Contract LJ Toner Cartridge	1		
21	CF325XC	HP 25X Blk Contract LJ Toner Cartridge	1		
22	CF320XC	HP 653X Blk Contract LJ Toner Cartridge	1		
23	CF320A	HP 652A Black LaserJet Toner Cartridge	1		
24	CF313AC	HP 826A Mgn Contract LJ Toner Cartridge	1		
25	CF312AC	HP 826A Ylw Contract LJ Toner Cartridge	1		
26	CF311AC	HP 826A Cyn Contract LJ Toner Cartridge	1		
27	CF310AC	HP 826A Blk Contract LJ Toner Cartridge	1		
28	CF303AC	HP 827A Mgn Contract LJ Toner Cartridge	1		
29	CF302AC	HP 827A Ylw Contract LJ Toner Cartridge	1		

30	CF301AC	HP 827A Cyn Contract LJ Toner Cartridge	1		
31	CF300AC	HP 827A Blk Contract LJ Toner Cartridge	1		
32	CF280XC	HP 80X Blk Contract LJ Toner Cartridge	1		
33	CF214XC	HP 14X Blk Contract LJ Toner Cartridge	1		
34	CF214A	HP LaserJet 700 MFP M712 Cartridge	1		
35	CF210X	HP LaserJet Pro M251/M276 2.3K Blk Crtg	1		
36	CE505XD	HP LaserJet P2055 Black Crtg Dual Pack	1		
37	CE400XC	HP 507X Blk Contract LJ Toner Cartridge	1		
38	CE320AD	HP 128A Black Dual Pk LJ Toner Cartridge	1		
39	CE314A	HP Color LaserJet CP1025 Imaging Unit	1		
40	CE310AD	HP 126A Black Dual Pk LJ Toner Cartridge	1		
41	CE273A	HP Color LaserJet CP5525 Magenta Crtg	1		
42	CE272A	HP Color LaserJet CP5525 Yellow Crtg	1		
43	CE271A	HP Color LaserJet CP5525 Cyan Cartridge	1		
44	CE270A	HP Color LaserJet CP5525 Black Cartridge	1		
45	CE262AC	HP Yellow LaserJet Print Cartridge	1		
46	CE250XD	HP 504X Black Dual Pk LJ Toner Cartridge	1		
47	CC530AD	HP Color LaserJet CP2025 Dual Pack Crtg	1		
48	CC388AD	HP LJ P1007/P1008 Black Crtg Dual Pack	1		
49	CC364XC	HP 64X Blk Contract LJ Toner Cartridge	1		
50	CB540AD	HP CLJ CB540A Dual Pack Print Crtg	1		
51	CZ665AA	HP 960 Black Officejet Ink Cartridge	1		
52	CN628AA	HP 971XL Yellow Ink Cartridge	1		
53	CN627AA	HP 971XL Magenta Ink Cartridge	1		
54	CN626AA	HP 971XL Cyan Ink Cartridge	1		
55	CN625AA	HP 970XL Black Ink Cartridge	1		
56	CN624AA	HP 971 Yellow Ink Cartridge	1		
57	CN623AA	HP 971 Magenta Ink Cartridge	1		
58	CN622AA	HP 971 Cyan Ink Cartridge	1		
59	CN621AA	HP 970 Black Ink Cartridge	1		
60	C2P26AA	HP 935XL Yellow Ink Cartridge	1		
61	C2P25AA	HP 935XL Magenta Ink Cartridge	1		
62	C2P24AA	HP 935XL Cyan Ink Cartridge	1		
63	C2P23AA	HP 934XL Black Ink Cartridge	1		
64	C2P22AA	HP 935 Yellow Ink Cartridge	1		
65	C2P21AA	HP 935 Magenta Ink Cartridge	1		

66	C2P20AA	HP 935 Cyan Ink Cartridge	1		
67	C2P19AA	HP 934 Black Ink Cartridge	1		
68	Q7583A	HP Color LaserJet 3505/3800 Magenta Crtg	1		
69	Q6473A	HP Color LaserJet 3600 Magenta Crtg	1		
70	Q6472A	HP Color LaserJet 3600 Yellow Cartridge	1		
71	Q6471A	HP Color LaserJet 3600 Cyan Cartridge	1		
72	Q3963A	HP CLJ 2550/2800 Serie Magenta Cartridge	1		
73	Q3962A	HP CLJ 2550/2800 Series Yellow Cartridge - MULTIPLES OF 1 (CARTON) OR 147 (PALLET)	1		
74	Q3961A	HP CLJ 2550/2800 Series Cyan Cartridge	1		
75	Q3960A	HP CLJ 2550/2800 Series Black Cartridge	1		
76	Q2612AF	HP 12A Black Dual Pk LJ Toner Cartridge	1		
77	CE403AC	HP Magenta Contract LJ Toner Cartridge	1		
78	CE402AC	HP Yellow Contract LJ Toner Cartridge	1		
79	CE401AC	HP Cyan Contract LJ Toner Cartridge	1		
80	CE400A	HP 507A Black LaserJet Toner Cartridge	1		
81	CE263AC	HP Magenta LaserJet Print Cartridge	1		
82	CE261AC	HP Cyan LaserJet Print Cartridge	1		
83	CE260A	HP LaserJet CP4025/4525 8.5K Blk Crtg	1		
84	CC630AA	HP 21/22 Combo Pack Ink Cartridge	1		
85	CC364A	HP LaserJet 10K Black Toner Cartridge	1		
86	C9723A	HP CLJ 4600, 4650 Magenta Print Crtg - MOQ: 1	1		
87	C9722A	HP CLJ 4600, 4650 Yellow Print Cartridge - MOQ: 1	1		
88	C9721A	HP CLJ 4600, 4650 Cyan Print Cartridge - MOQ: 1	1		
89	C9720A	HP CLJ 4600, 4650 Black Print Cartridge - MOQ: 1	1		
90	C9396A	HP 88 Large Black Ink Cartridge	1		
91	C8061X	HP LJ 4100/mfp, 4101mfp Print Cartridge	1		
92	C4874A	HP No 80 Magenta Ink Cartridge,175ml,WW - MOQ: 1	1		
93	C4873A	HP No 80 Yellow Ink Cartridge,175ml,WW - MOQ: 1	1		
94	C4872A	HP No 80 Cyan Ink Cartridge, 175ml, WW - MOQ: 1	1		
95	C4871A	HP No 80 Black Ink Cartridge, 350ml, WW - MOQ: 1	1		
96	C4820A	HP No 80 Black Printhead, WW - MOQ: 1	1		
97	C4129X	HP LJ 5000, 5100 Print Cartridge - MULTIPLES OF 1 (CARTON) OR 48 (PALLET)	1		
98	51640AA	HP 40A Black Ink Cartridge	1		
99	51644MA	HP 44 Magenta Ink Cartridge	1		
100	51645AA	HP 45A Black Ink Cartridge	1		

101	B3P19A	HP 727 130-ml Cyan Ink Cartridge	1		
102	B3P20A	HP 727 130-ml Magenta Ink Cartridge	1		
103	B3P21A	HP 727 130-ml Yellow Ink Cartridge	1		
104	B3P23A	HP 727 130-ml Photo Black Ink Cartridge	1		
105	B3P24A	HP 727 130-ml Gray Ink Cartridge	1		
106	C1823D	HP Ink Crtg 23D Large Color NAM	1		
107	C1Q12A	HP 727 300-ml Matte Black Ink Cartridge	1		
108	C4810A	HP No 11 Black Printhead - MOQ: 1	1		
109	C4811A	HP No 11 Cyan Printhead - MOQ: 1	1		
110	C4812A	HP No 11 Magenta Printhead - MOQ: 1	1		
111	C4813A	HP No 11 Yellow Printhead - MOQ: 1	1		
112	C4836A	HP No 11 Cyan Ink Cartridge	1		
113	C4837A	HP No 11 Magenta Ink Cartridge	1		
114	C4838A	HP No 11 Yellow Ink Cartridge	1		
115	C4844A	HP No 10 Large Black Ink Crtg	1		
116	C4902AA	HP 940 Black Ink Cartridge	1		
117	C4906AA	HP 940XL Black Ink Cartridge	1		
118	C4907AA	HP 940XL Cyan Officejet Ink Cartridge	1		
119	C4908AA	HP 940XL Magenta Officejet Ink Cartridge	1		
120	C4909AA	HP 940XL Yellow Officejet Ink Cartridge	1		
121	C4936A	HP 18 Black Ink Cartridge	1		
122	C4937A	HP 18 Cyan Ink Cartridge	1		
123	C4938A	HP 18 Magenta Ink Cartridge	1		
124	C4939A	HP 18 Yellow Ink Cartridge	1		
125	C6578DA	HP 78 Color Ink Cartridge	1		
126	C6615DA	HP 15 Black Ink Cartridge	1		
127	C6625A	HP 17 Tricolor Ink Cartridge	1		
128	C6656AA	HP 56 Black Inkjet Crtg AP - MULTIPLES OF 20 (CARTON) OR 2400 (PALLET)	1		
129	C6657AA	HP 57 Tri-color Ink Cartridge	1		
130	C7115A	HP LJ 1200, 1220, 1000, 3300 Print Crtg	1		
131	C8543X	HP LaserJet 9040 Black Print Cartridge - MULTIPLES OF 1 (CARTON) OR 25 (PALLET)	1		
132	C8727AA	HP 27 Black Inkjet Crtg AP - MULTIPLES OF 20 (CARTON) OR 2400 (PALLET)	1		
133	C8765ZZ	HP 852 Black Ink Cartridge	1		
134	C8766ZZ	HP 855 Tri-color Ink Cartridge	1		
135	C8767ZZ	HP 853 Black Ink Cartridge	1		

136	C9351AA	HP 21 Black Ink Cartridge	1		
137	C9352AA	HP 22 Tri-color Ink Cartridge	1		
138	C9361ZZ	HP 854 Tri-color Ink Cartridge	1		
139	C9362ZZ	HP 850 Black Ink Cartridge	1		
140	C9363ZZ	HP 857 Tri-color Ink Cartridge	1		
141	C9364ZZ	HP 851 Black Inkjet Print Cartridge - MULTIPLES OF 20 (CARTON) OR 2400 (PALLET)	1		
142	C9370A	HP 72 130ml Photo Black Ink Cartridge	1		
143	C9371A	HP 72 130ml Cyan Ink Cartridge	1		
144	C9372A	HP 72 130ml Magenta Ink Cartridge	1		
145	C9373A	HP 72 130ml Yellow Ink Cartridge	1		
146	C9374A	HP 72 130ml Gray Ink Cartridge	1		
147	C9380A	HP 72 Gray / Photo Black Printhead	1		
148	C9383A	HP 72 Magenta / Cyan Printhead	1		
149	C9384A	HP 72 Matte Black / Yellow Printhead	1		
150	C9391A	HP 88 Large Cyan Ink Cartridge	1		
151	C9392A	HP 88 Large Magenta Ink Cartridge	1		
152	C9393A	HP 88 Large Yellow Ink Cartridge	1		
153	C9403A	HP 72 130ml Matte Black Ink Cartridge	1		
154	C9730AC	HP C9730AC Blk Contr LJ Toner Cartridge	1		
155	C9731AC	HP C9731AC Cyn Contr LJ Toner Cartridge	1		
156	C9732AC	HP C9732AC Ylw Contr LJ Toner Cartridge	1		
157	C9733AC	HP C9733AC Mgn Contr LJ Toner Cartridge	1		
158	CB314A	HP 900 Black Ink Cartridge	1		
159	CB315A	HP 900 Tri-color Ink Cartridge	1		
160	CB316ZZ	HP 862 Black Ink Cartridge	1		
161	CB317ZZ	HP 862 Photo Black Ink Cartridge	1		
162	CB318ZZ	HP 862 Cyan Ink Cartridge	1		
163	CB319ZZ	HP 862 Magenta Ink Cartridge	1		
164	CB320ZZ	HP 862 Yellow Ink Cartridge	1		
165	CB335ZZ	HP 860 Black Inkjet Print Cartridge - MULTIPLES OF 20 (CARTON) OR 2400 (PALLET)	1		
166	CB337ZZ	HP 861 Tricolor Inkjet Print Cartridge - MULTIPLES OF 20 (CARTON) OR 2400 (PALLET)	1		
167	CB381AC	HP LaserJet Cyan Print Cartridge	1		
168	CB382AC	HP LaserJet Yellow Print Cartridge	1		
169	CB383AC	HP LaserJet Magenta Print Cartridge	1		
170	CB384A	HP CP6015/CM6040mfp Black Image Drum	1		

171	CB385A	HP CP6015/CM6040mfp Cyan Image Drum	1		
172	CB386A	HP CP6015/CM6040mfp Yellow Image Drum	1		
173	CB388A	HP LaserJet 110V PM Kit	1		
174	CB390AC	HP LaserJet Black Print Cartridge	1		
175	CB435A	HP LaserJet P1006 Black Cartridge	1		
176	CB436AC	HP CB436AC Blk Contr LJ Toner Cartridge	1		
177	CB540A	HP Color LaserJet CP1215/1515 Black Crtg	1		
178	CB541A	HP Color LaserJet CP1215/1515 Cyan Crtg	1		
179	CB542A	HP LaserJet CP1215/1515 Yellow Crtg	1		
180	CB543A	HP LaserJet CP1215/1515 Magenta Crtg	1		
181	CC388AC	HP CC388AC Blk Contr LJ Toner Cartridge	1		
182	CC530AC	HP 304A Blk Contract LJ Toner Cartridge	1		
183	CC531AC	HP 304A Cyn Contract LJ Toner Cartridge	1		
184	CC532AC	HP 304A Ylw Contract LJ Toner Cartridge	1		
185	CC533AC	HP 304A Mgn Contract LJ Toner Cartridge	1		
186	CC640ZZ	HP 818 Black Ink Cartridge - MULTIPLES OF 20 (CARTON) OR 2400 (PALLET)	1		
187	CC643ZZ	HP 818 Tri-color Ink Cartridge	1		
188	CC653AA	HP Officejet 901 Black Ink Cartridge	1		
189	CC654AA	HP Officejet 901xl Black Ink Cartridge	1		
190	CC656AA	HP Officejet 901 Tri-color Ink Cartridge	1		
191	CC660AA	HP 702 Black Ink Cartridge	1		
192	CD887AA	HP Deskjet 703 Black Ink Cartridge	1		
193	CD888AA	HP Deskjet 703 Tri-color Ink Cartridge	1		
194	CD971AA	HP 920 Black Officejet Ink Cartridge	1		
195	CD972AA	HP 920XL Cyan Officejet Ink Cartridges	1		
196	CD973AA	HP 920XL Magenta Officejet Ink Cartridge	1		
197	CD974AA	HP 920XL Yellow Officejet Ink Cartridge	1		
198	CD975AA	HP 920XL Black Officejet Ink Cartridge	1		
199	CE250A	HP CP3525/CM3530 MFP Black 5K Print Crtg	1		
200	CE250XC	HP 504X Blk Contract LJ Toner Cartridge	1		
201	CE251AC	HP Cyn Contract LaserJet Toner Cartridge	1		
202	CE252AC	HP Ylw Contract LaserJet Toner Cartridge	1		
203	CE253AC	HP Mgn Contract LaserJet Toner Cartridge	1		
204	CE255A	HP LaserJet P3015 6K Print Cartridge	1		
205	CE255XC	HP 55X Blk Contract LJ Toner Cartridge	1		
206	CE255XD	HP LaserJet P3015 Dual Pack Black Crtg	1		

207	CE278AC	HP CE278AC Blk Contract LJ Toner Crtg	1		
208	CE278AF	HP 78A Black Dual Pk LJ Toner Cartridge	1		
209	CE310A	HP CLJ CP1025 Black Print Cartridge	1		
210	CE311A	HP CLJ CP1025 Cyan Print Cartridge	1		
211	CE312A	HP CLJ CP1025 Yellow Print Cartridge	1		
212	CE313A	HP CLJ CP1025 Magenta Print Cartridge	1		
213	CE320A	HP LaserJet Pro CP1525/CM1415 Blk Crtg	1		
214	CE321A	HP LaserJet Pro CP1525/CM1415 Cyn Crtg	1		
215	CE322A	HP LaserJet Pro CP1525/CM1415 Ylw Crtg	1		
216	CE323A	HP LaserJet Pro CP1525/CM1415 Mgnt Crtg	1		
217	CE390A	HP LaserJet M4555 MFP 10K Black Crtg	1		
218	CE390XC	HP 90X Blk Contract LJ Toner Cartridge	1		
219	CE410A	HP LaserJet Pro M451/M475 2.2K Blk Crtg	1		
220	CE505AC	HP CE505AC Blk Contract LJ Toner Crtg	1		
221	CE505XC	HP 05X Blk Contract LJ Toner Cartridge	1		
222	CE740A	HP Color LaserJet CP5225 Black Crtg	1		
223	CE741A	HP Color LaserJet CP5225 Cyan Crtg	1		
224	CE742A	HP Color LaserJet CP5225 Ylw Crtg	1		
225	CE743A	HP Color LaserJet CP5225 Mgnt Crtg	1		
226	CF210A	HP LaserJet Pro M251/M276 1.4K Blk Crtg	1		
227	CF211A	HP LaserJet Pro M251/M276 Cyan Crtg	1		
228	CF212A	HP LaserJet Pro M251/M276 Yellow Crtg	1		
229	CF213A	HP LaserJet Pro M251/M276 Magenta Crtg	1		
230	CF280A	HP LaserJet Pro M401/M425 2.7K Blk Crtg	1		
231	CF350A	HP M153/M176/M177 Black LJ Toner Crtg	1		
232	CF351A	HP M153/M176/M177 Cyan LJ Toner Crtg	1		
233	CF352A	HP M153/M176/M177 Yellow LJ Toner Crtg	1		
234	CF353A	HP M153/M176/M177 Magenta LJ Toner Crtg	1		
235	CH563ZZ	HP 802 Black Ink Cartridge	1		
236	CH564ZZ	HP 802 Tri-color Ink Cartridge	1		
237	CN045AA	HP 950XL Black Officejet Ink Cartridge	1		
238	CN046AA	HP 951XL Cyan Officejet Ink Cartridge	1		
239	CN047AA	HP 951XL Magenta Officejet Ink Cartridge	1		
240	CN048AA	HP 951XL Yellow Officejet Ink Cartridge	1		
241	CN049AA	HP 950 Black Officejet Ink Cartridge	1		
242	CN053AA	HP 932XL Black Officejet Ink Cartridge	1		



243	CN054AA	HP 933XL Cyan Officejet Ink Cartridge	1		
244	CN055AA	HP 933XL Magenta Officejet Ink Cartridge	1		
245	CN056AA	HP 933XL Yellow Officejet Ink Cartridge	1		
246	CN057AA	HP 932 Black Officejet Ink Cartridge	1		
247	CN684ZZ	HP 862XL Black Ink Cartridge	1		
248	CN692AA	HP 704 Black Ink Cartridge	1		
249	CN693AA	HP 704 Tri-color Ink Cartridge	1		
250	CZ107AA	HP 678 Black Ink Cartridge	1		
251	CZ108AA	HP 678 Tri-color Ink Cartridge	1		
252	CZ121AA	HP 685 Black Ink Cartridge	1		
253	CZ122AA	HP 685 Cyan Ink Cartridge	1		
254	CZ123AA	HP 685 Magenta Ink Cartridge	1		
255	CZ124AA	HP 685 Yellow Ink Cartridge	1		
256	CZ637AA	HP 46 Black Ink Cartridge	1		
257	CZ638AA	HP 46 Tri-color Ink Cartridge	1		
258	CZ666AA	HP 960XL Black Officejet Ink Cartridge	1		
259	Q2612AC	HP Q2612AC Blk Contr LJ Toner Cartridge	1		
260	Q2624A	HP LJ 1150 Print Cartridge - MOQ: 1	1		
261	Q5949A	HP LaserJet 1160/1320/3390/3392 Blk Crtg	1		
262	Q5950AC	HP Q5950AC Blk Contr LJ Toner Cartridge	1		
263	Q5951AC	HP Q5951AC Cyn Contr LJ Toner Cartridge	1		
264	Q5952AC	HP Q5952AC Ylw Contr LJ Toner Cartridge	1		
265	Q5953AC	HP Q5953AC Mgn Contr LJ Toner Cartridge	1		
266	Q6000A	HP LaserJet 2600/2605/1600 Black Crtg	1		
267	Q6001A	HP LaserJet 2600/2605/1600 Cyan Crtg	1		
268	Q6002A	HP LaserJet 2600/2605/1600 Yellow Crtg	1		
269	Q6003A	HP LaserJet 2600/2605/1600 Magenta Crtg	1		
270	Q6460AC	HP Black LaserJet Print Cartridge	1		
271	Q6470A	HP LaserJet 3505/3600/3800 Black Crtg	1		
272	Q6511A	HP Black Laserjet 2400 Series Cartridge	1		
273	Q7516AC	HP LaserJet Black Print Cartridge	1		
274	Q7551A	HP LaserJet P3005/M3035 mfp Black Crtg	1		
275	Q7553A	HP LaserJet P2015 Black Cartridge	1		
276	Q7553XC	HP 53X Blk Contract LJ Toner Cartridge	1		
277	Q7570AC	HP LaserJet Black Print Cartridge	1		
278	Q7581A	HP Color LaserJet 3505/3800 Cyan Crtg	1		

279	Q7582A	HP Color LaserJet 3505/3800 Yellow Crtg	1		
280	Q8893AA	HP 28 Photo Pack Glossy 4x6.5 AP 25 Sht	1		
281	CE413AC	HP 305A Mgn Contract LJ Toner Cartridge	1		
282	CE412AC	HP 305A Ylw Contract LJ Toner Cartridge	1		
283	CE411AC	HP 305A Cyn Contract LJ Toner Cartridge	1		
284	CE410XC	HP 305X Blk Contract LJ Toner Cartridge	1		
285	Q7551XD	HP LaserJet Q7551X Dual Pack Print Crtg	1		
286	Q7551XC	HP 51X Blk Contract LJ Toner Cartridge	1		
287	CZ192AC	HP 93A Blk Contract LJ Toner Cartridge	1		
288	CF383AC	HP 312A Mgn Contract LJ Toner Cartridge	1		
289	CF382AC	HP 312A Ylw Contract LJ Toner Cartridge	1		
290	CF381AC	HP 312A Cyn Contract LJ Toner Cartridge	1		
291	C7974A	HP LTO4 Ultrium 1.6TB RW Data Cartridge	1		
292	C7975A	HP LTO5 Ultrium 3TB RW Data Cartridge	1		
293	C7976A	HP LTO6 Ultrium 6.25TB RW Data Cartridge	1		
294	C7977A	HP LTO7 Ultrium 15TB RW Data Cartridge	1		
295	C7978A	HP Ultrium Universal Cleaning Cartridge	1		
<b>Total</b>					

**Note:**

- **Bidder may participate for One Zone or Two Zones or all the Three Zones and quote the rates accordingly.**
- **Bidders are required to quote for all items i.e. all SKUs for the zone(s) they have participated. Incomplete bids will be treated as non-responsive and will be rejected.**
- **L1 bidder will be decided based on the quoted item wise lowest rates without tax as mentioned in the financial bid section.**
- **If the financial quote of L2 bidder is within the price band of 10% of lowest item wise quoted rates will be invited to match the lowest negotiated rates and if they match the lowest negotiated rates then they will be empanelled & their rates will also be circulated.**
- **The Bidder shall explicitly mention the applicable rate of tax.**
- **Bidder has to quote the unit rates of each item (SKUs) for the zone(s) they want to participate. GIL does not give guarantee for order quantity. During the period of bid validity, various Government Offices may place the purchase order for their requirements to successful bidder as per their requirements.**

**Performa of Compliance letter/Authenticity of Information Provided**

**(On Non judicial Stamp paper of Rs. 100/- duly attested by the First class Magistrate/Notary Public)**

Date:

To,  
**DGM (Tech.)**  
**Gujarat Informatics Ltd.**  
Block-1, 8<sup>th</sup> Floor, Udyog Bhavan,  
Gandhinagar

**Sub: Compliance with the tender terms and conditions, specifications and Eligibility Criteria**

**Ref: Bid for Purchase of HP Printer Cartridges & other consumables on behalf of Various Government Departments / Boards / Corporations / Offices (Tender No. HWT071116398).**

Dear Sir,

With reference to above referred tender, I, undersigned <<Name of Signatory>>, in the capacity of <<Designation of Signatory>>, is authorized to give the undertaking on behalf of <<Name of the bidder>>.

We wish to inform you that we have read and understood the technical specification and total requirement of the above mentioned bid submitted by us on **DD.MM.YYYY**.

We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliant with specifications mentioned in the bid document.

We also explicitly understand that all quoted items meet technical specification of the bid & that such technical specification overrides the brochures/standard literature if the same contradicts or is absent in brochures.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of GIL Tender Committee for disqualification will be accepted by us.

The Information provided in our submitted bid is correct. In case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD/PBG/cancel the award of contract. In this event, GIL reserves the right to take legal action on us.

Thanking you,

Dated this \_\_\_\_\_ day of \_\_\_\_\_ YYYY

Signature: \_\_\_\_\_

(In the Capacity of) : \_\_\_\_\_

Duly authorized to sign bid for and on behalf of

\_\_\_\_\_

**Note: This form should be signed by authorized signatory of bidder**

**Format of Earnest Money Deposit in the form of Bank Guarantee**

Ref:

Bank Guarantee No.

Date:

**To,**

**DGM (Technical)**

Gujarat Informatics Limited

8th Floor, Block -1, Udyog Bhavan,

Sector - 11, Gandhinagar - 382010

Gujarat, India

Whereas ----- (here in after called "the Bidder") has submitted its bid dated ----- in response to the Tender no: HWT071116398 for Purchase of HP Printer Cartridges & other consumables on behalf of Various Government Departments / Boards / Corporations / Offices KNOW ALL MEN by these presents that WE ----- having our registered office at ----- (hereinafter called "the Bank") are bound unto the \_\_\_\_\_ ( hereinafter called" date of validity of BG"), to Gujarat Informatics Limited in the sum of ----- for which payment well and truly to be made to Gujarat Informatics Limited, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this -----day of -----2016.

**THE CONDITIONS of this obligation are:**

1. The E.M.D. may be forfeited:

- a. if a Bidder withdraws its bid during the period of bid validity
- b. Does not accept the correction of errors made in the tender document;
- c. In case of a successful Bidder, if the Bidder fails:
  - (i) To sign the Contract as mentioned above within the time limit stipulated by purchaser or
  - (ii) If the bidder is found to be involved in fraudulent practices.
  - (iii) If the bidder fails to submit the copy of purchase order.

We undertake to pay to the GIL/Purchaser up to the above amount upon receipt of its first written demand, without GIL/ Purchaser having to substantiate its demand, provided that in its demand GIL/ Purchaser will specify that the amount claimed by it is due to it owing to the occurrence of any of the abovementioned conditions, specifying the occurred condition or conditions.

This guarantee will remain valid up to 15 months from the last date of bid submission. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that if this guarantee is extended for a period as mutually agreed between bidder & owner/purchaser, the guarantee shall be valid for a period so extended provided that a written request for such extension is received before the expiry of validity of guarantee.

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER / PURCHAER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PUCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and not withstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the SELLER's liabilities.

Dated at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

\_\_\_\_\_  
Signed and delivered by

For & on Behalf of

Name of the Bank & Branch &  
Its official Address

**Approved Bank: All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative & Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2015/508/DMO dated 27.04.2016 issued by Finance Department or further instruction issued by Finance department time to time.**

### CONTRACT FORM

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_, YYYY \_\_\_\_ Between \_\_\_\_\_ (*Name of purchaser*) of \_\_\_\_\_ (*Country of Purchaser*) hereinafter "the Purchaser" of the one part and \_\_\_\_\_ (*Name of Supplier*) of \_\_\_\_\_ (*City and Country of Supplier*) hereinafter called "the Supplier" of the other part :

WHEREAS the Purchaser is desirous that certain Goods and ancillary services viz., \_\_\_\_\_ (*Brief Description of Goods and Services*) and has accepted a bid by the Supplier for the supply of those goods and services in the sum of \_\_\_\_\_ (*Contract Price in Words and Figures*) hereinafter called "the Contract Price in Words and Figures" hereinafter called "the Contract Price."

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

- 1 In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
- 2 The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - 2.1 the Bid Form and the Price Schedule submitted by the Bidder;
  - 2.2 terms and conditions of the bid
  - 2.3 the Purchaser's Notification of Award
- 3 In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants
- 4 With the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
- 5 The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
- 6 Particulars of the goods and services which shall be supplied / provided by the Supplier are as enlisted in the enclosed annexure:

TOTAL VALUE:

DELIVERY SCHEDULE:

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

Said \_\_\_\_\_ (For the Purchaser)

In the presence of \_\_\_\_\_

Signed, Sealed and Delivered by the

Said \_\_\_\_\_ (For the Supplier)

In the presence of \_\_\_\_\_