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ISO 9001:2000

HEAVY MACHINE BUILDING PLANT
HEAVY ENGINEERING CORPORATION LIMITED
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Central Purchas

Limited-TENDER

No.HMBP/PUR/CP/12/160117/160121/OM -3304

Dated: 05.06.2012

Dear Sir,

We request you to submit your most competitive offer for the following items as per the given schedule:

ENQUIRY SCHEDULE

SL No	Item Code	Description of Store	Unit of Measurement	No Required
01	5534104011	HP Laserjet Print Cartridge Q2612 A for HP Laserjet 1022	No	06
02	5534104185	B5 Toner for OCe TDS 320 0.46 Kg/1.0 lb	Box	10

Schedule of Tender receipt by **18.06.12 upto 1.00 PM**. Opening of Tender on **18.06.2012**, at 3.00PM TENDERS must be submitted in sealed cover with Tender No. and the Due date superscribed on it failing which Tenders may be ignored.

Offers to be submitted in single part.

NOTE:

1. The rate quoted shall be inclusive of all packing & forwarding. Freight charges to be mentioned separately.
2. The Price quoted by the tenderer should be exclusive of sales tax. The rate and nature of sales tax applicable should be shown separately. Sales tax will be paid to the seller at the rate at which it is liable to be assessed or has actually been assessed on the date of supply provided the transaction of sale is legally liable to sales tax and within the delivery period. Any change on the taxes & duty structure beyond the delivery period will not be considered by HEC.
3. The rates quoted must be firm and the offers made must remain open for acceptance for three months from the date of opening of the tender.

4. Quotations erased or over written are likely to be rejected unless all corrections are authenticated with the tenderer's signature.
5. Delivery date offered must be specified and guaranteed.
6. Full payment will be made after 30 days of the receipt of supplies at destination duly inspected.
7. Full particulars i.e. specification, literature and / or drawing wherever applicable should be submitted along with the quotation. The brand and 'Make' name must be indicated.
8. The Corporation does not pledge itself to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of tender or portion of the quantity offered and you shall supply the same at the rate quoted.
9. Supplies will be subject to Inspection by our Inspection wing / or inspection agencies prescribed by us.
10. Order placed as a result of this tender will be subject to the Corporation's General Terms and Conditions of contract which can be down loaded from our website (www.hecltd.com).
11. Corporation reserves the right to call for and examine at any time the books of accounts and other documents and papers of the firm for the purpose of ascertaining whether any excess payments has been made or the firm likely to be received / received undue benefit out of execution of the particular contract.
12. Delivery: The time for and the date of delivery of the Stores stipulated in the acceptance of tender shall be deemed to be the essence of the contract and delivery must be completed not later than the dates specified therein.
Otherwise:
 - a) The purchaser to recover from the contractor a sum of 0.5 % per week (completed week) of the price of the stores(upto maximum 10 %) as liquidated damages, which the contractor has failed to deliver as aforesaid or
 - b) The purchaser may procure the undelivered stores / similar items from elsewhere, without notice to the contractor at the risk of the contractor without canceling the contract in respect of the consignment not yet due for delivery or
 - c) to cancel the contract or a portion thereof.
13. Income Tax Clearance Certificate - All tenderers shall submit along with their tender an Income Tax Clearance Certificate duly countersigned by the Income Tax Officer of the circle concerned under the seal of the office. Copy of Permanent Account No. (PAN) (of Income Tax) to be enclosed with the bid.
14. There is no obligation on our part to accept delayed / late tenders. Tenders received after the due date of opening are liable to be summarily rejected.
15. The rates quoted shall also be inclusive of embossing on the material. The Ownership namely HMBP / FFP / HMTP should be at a predominant place of the material to a size / thickness upon the volume of the material.

Signature of Purchase Executive