

स. 21013/4/2014- सा. प्रशा.

Government of India

Ministry of Steel

Udyog Bhavan, New Delhi

Dated 16 July, 2014

SHORT TENDER NOTICE

Sealed quotations are invited for purchase of following two items:

- i. One HP Laserjet P 3015 Printer
- ii. One HP Scanjet N 6350 Scanner

2. The sealed quotation should be submitted in the Tender Box fixed outside the wall of Room No.64 of Sh.H.K. Wadhwa, Under Secretary on or before 11.00 AM on 30.07.2014 which will be opened on the same day at 11.30 AM in the Room No.74, Udyog Bhavan. **Quotation for HP Printer and Scanner** should be superscribed on top of the envelope containing quotation. The required items and other terms and conditions are as follows:-

- (i) The above model should be branded new of original make and quality with warranty by the Company.
- (ii) Overwriting or correction in the tender documents is not permissible.
- (iii) The Competent Authority in Ministry of Steel reserves the right to cancel the tender at any time or relax/amend/ withdraw any of the terms & conditions contained in the tender documents without assigning any reason, thereof.
- (iv) The earnest money of Rs. 5,000/-(Rupees Five Thousand only) to be deposited through a Demand Draft on any scheduled bank in Delhi/New Delhi drawn in favour of Pay and Accounts Officer, Ministry of Steel, Govt. of India New Delhi must accompany the quotation letter. Quotation received without earnest money will not be considered. Earnest money received from the Tenderer will be returned to unsuccessful bidders without interest immediately after the process of selecting the awardee is over. The other requisite document mentioned above shall be accompanied with the quotation letters. **No EMD exemption without a valid certificate is allowed.**
- (v) If your firm is interested, you may submit your documents satisfying the technical bid requirements in a sealed cover super scribed with "**Quotation for HP Printer and Scanner**". If interested, the firm representative may be present at the time of opening of bid quotation letters on the given date and time.
- (vi) Quotation received after due date and time will not be accepted. The undersigned reserves the right to reduce or increase the number of items offered. The undersigned also reserve the right to reject any quotation without assigning any reason.



(Harish Kumar Wadhwa)

Under Secretary to Govt of India

Phone: 23061243

Copy to: NIC for posting the NIT on the web-site of Ministry of Steel.