

INVITATION FOR BID
(Indigenous Limited Tender)

Directorate General of Hydrocarbons, Noida invites Sealed Competitive Bids (in duplicate) for **Procurement of IT Consumables for NELP Data package preparation and FDP** under Single Bid System from the known firms whose names are as mentioned under:

1. **M/s. A. B. International**
2. **M/s. Alfa Solutions**
3. **M/s. Libra Sales Enterprises**
4. **M/s. Global Infocare**
5. **M/s. Newage computers,**
6. **M/s. Netfusion solutions,**
7. **M/s. City Circuit,**
8. **M/s. Shri Jagdamba Computers**

However Bid Document may also be issued to those firms who meet the under mentioned pre-qualification criteria (PQC). The request from such firm should, however, be received (preferably by fax or in person) within **09.08.2010** by the HoD (MM), DGH, C-139, Sector 63, Noida -201 301, (Ph No: 0120-4029400, Fax No: 0120-4029410) to issue the bid document. Bid document downloaded from DGH Website is only for immediate and general information and will not be accepted.

PRE QUALIFICATION CRITERIA (PQC):

1. The vendor must have executed at least ten orders for Procurement of IT Consumables or more during past one year.
2. Vendor must have successfully completed at least five single orders for Procurement of IT Consumables in the last one years of the value of Rs 50 thousand.

To,

Enquiry No. DGH/MM/ENQ/018/2010

Date	03/08/10
Bid Closing Date	24/08/10
Time	1400Hrs
Bid Opening Date	24/08/10
Time	1500Hrs

Sub:- Tender for Procurement of IT Consumables for NELP Data package preparation and FDP

Dear Sir,

1. DGH invites you to submit your lowest price for supply of materials listed in enclosed Annexure-I.
2. Please send your quotation in sealed envelope, super-scribed with the above mentioned enquiry No. and closing date so as to reach our office at following address before the closing date and time. Any quotation received after the closing date and time will not be considered. The quotation should be dropped in the tender box placed at reception of our office at following address:

HOD (MM)
Directorate General of Hydrocarbons
C – 139, Sector- 63
Noida - 201301

3. DGH reserves the right to accept/reject any offer in full/part or increase /decrease the quantity without assigning any reason whatsoever.
4. Rates should be quoted as per format mentioned in Annexure-I and should include all charges like basic price, packing charges, taxes, duties and freight and labor charges.
5. Your offer should be valid for a period of 60 days.
6. Payment Terms: 100% payment will be released within 30 days of delivery and against submission of your bills.
7. No increase in price on or any score shall be entertained by DGH.
8. The bidder is required to submit an interest free security deposit within 21 days of award of contract in the form of demand draft in favour of Directorate General of

Hydrocarbons payable at New Delhi or Bank Guarantee for 7.5% of the contract value from a Nationalized Bank in India valid upto 31/12/2010 for satisfactory performance of the job. DGH will have right to forfeit Security deposit or invoke Bank Guarantee if the contractor fails to provide satisfactory services to DGH as per the terms of the contract.

9. Incomplete bids would be summarily rejected by DGH.
10. Arbitration: - In the event of any disagreement/dispute arising in connection with execution of the contract which cannot be settled in an amicable manner between DGH and the contractor, the matter shall be referred to Arbitration. Such Arbitration shall be governed by the provisions of the Indian Arbitration and Conciliation Act, 1996 as amended till date. The venue of such Arbitration will be at Delhi.

Yours faithfully

(Sanjeev Nanda)
HOD (MM)

For DG, Directorate General of Hydrocarbons

Annexure-I

PRICE FORMAT

Sl. No.	Items	Quantity	Unit price	Total (Rs)
1.	DVD- R with Box Make: Sony / Mosear Baer / Philips	100		
2.	CDs Normal size with Box Make: Sony / Mosear Baer / Philips	200		
3.	Mini CDs with Box Make: Sony / Mosear Baer / Philips	500		
4.	Hard Disks 250 GB (external) Make: Seagate / Maxtor / Imation / Western Digital	30		
5.	Hard Disks 500 GB(external) Make: Seagate / Maxtor / Imation / Western Digital	10		
6.	Taxes if any			
Total Amount in Rs				

- Note:**
1. Bidders should have to quote all the items from sl. no 1 to 6 otherwise offers will be rejected.
 2. The Lowest total bid price against all items will be considered for placing of Purchase order against quoted items.
 3. Please quote prices inclusive of all taxes. Also state the details and tax rates included in above rates_____

LIST OF VENDERS

- 9. M/s A. B. International**
P.G.Men's Hostel Annexe, University Road,
Delhi University, New Delhi-110007
Ph.: 9818099697

- 10. M/s Alfa Solutions**
C-20, Shop No. 1, Amar Colony
Lajpat Nagar - IV
New Delhi
Tel.: 26424440

- 11. Libra Sales Enterprises**
G-3 & M-305, A.B.C Complex
20 – Veer Savarkar Block
Shakarpur, Vikas Marg,
Delhi - 110092
Ph No. – 9810272362

- 12. Global Infocare**
C-49, Sector – 10
Noida – 201301
Ph No – 9811063852

- 13. Newage computers,**
ADD. 14, RAJINDRA JAINA TOWER BASEMENT
WAZIRPUR COMMERCIAL COMPLEX.
NEW DELHI-110052

- 14. Netfusion solutions,**
H.O. 203, Osian Building,
12 ,Nehru Place,
New Delhi-110019
Ph. No. 9891466592

- 15. City Circuit,**
Branch Office:- 329, Block-2,
Ganga Shopping Complex
Sec-29, Noida
CHANDER SHEKHAR
9311761319/9873381118
0120-4281941-42

- 16. Shri Jagdamba Computers**
B-5, Rajendra Jaina Tower
Wazirpur Commercial Complex
Ph. No.-+91-9899505464
Contact Person: Ashish