

TENDER DOCUMENT

**FOR SUPPLY OF COMPUTER
CONSUMABLES & ACCESSORIES
FOR THE YEAR 2024-2025**

**TAMILNADU TOURISM DEVELOPMENT CORPORATION LIMITED
TOURISM COMPLEX,
No.2, Wallajah Road, Chennai-600 002.**

Telephone(s): 25333500, 25333857, 25333852.

E-mail: support@ttdconline.com

Website: <http://www.tamilnadutourism.tn.gov.in>,

TAMILNADU TOURISM DEVELOPMENT CORPORATION LIMITED,

TOURISM COMPLEX, WALLAJAH ROAD, CHENNAI- 600 002.

(Telephone No.25333857, 25333500, 25333852.

Website: <http://www.tamilnadutourism.tn.gov.in>,

E-Mail: support@ttdconline.com

Tender No. 4204/IT/2024, DATE: 22.11.2024

**SUPPLY OF COMPUTER CONSUMABLES AND ACCESSORIES FOR
CORPORATE OFFICE OF TTDC FOR THE YEAR 2024-2025**

Sealed tenders are invited in the prescribed tender documents from reputed companies for supply of computer consumables and accessories for TTDC office, Chennai.

Sl No.	Particulars	Earnest Money Deposit in	Cost of Tender Document in
1	Supply of Computer consumables and accessories on annual contract basis	Rs.5,000/-	Rs.590/- (inclusive of taxes)

Sale of Tender Document : From the date of Advertisement
25.11.2024 on all working days
between 10 A.M to 5 P.M.

Time & Date of Submission of Price bid : on 18.12.2024 up to 3.30 P.M

Date of Opening of Price Bid : on 18.12.2024 at **4.00 P.M.**

Venue : Registered Office, TTDC Limited,
Tamilnadu Tourism Complex,
3rd Floor, No.2 Wallajah Road,
Chennai -2.

Tender documents will be issued only against receipt of cash or Demand Draft drawn in favour of TTDC Ltd. Tender cost is not refundable. Tender documents can be downloaded from Govt. and TTDC website at free of cost. Any Postal delay or loss caused will not bind TTDC Ltd. The Tender submitted beyond the date/time fixed shall be summarily rejected. In the event of last date for submission/opening of tender falling on a holiday, the acceptance/opening of the tenders will be on the next working day at the same time and venue. The Chairman & Managing Director, TTDC Ltd., reserves the right either to accept or reject any or all the Tenders and postpone the due date without assigning any reason therefore.

All other details shall be obtained from the Senior Manager (IT), TTDC Ltd., at Registered Office as mentioned above. You may also visit website <http://www.tamilnadutourism.tn.gov.in> for tender details.

MANAGING DIRECTOR

TAMILNADU TOURISM DEVELOPMENT CORPORATION LIMITED
TOURISM COMPLEX

No.2 Wallajah Road, Chennai– 600 002.
(Telephone No.25333852, 25333500, 25333857)

TENDER FOR SUPPLY OF COMPUTER CONSUMABLES AND ACCESSORIES FOR THE
YEAR 2024-2025

Bid Reference	:	4204/IT/2024
Cost of Tender document	:	Rs. 590/- (inclusive of taxes)
Date of commencement of sale of Bidding document	:	<u>25.11.2024</u>
Last Date for sale of Bidding document	:	<u>17.12.2024</u>
Last Date & Time for submission of Price bid	:	<u>18.12.2024</u> upto 3.30 pm
Date & Time of opening of Price bid	:	<u>18.12.2024</u> at 4.00 pm
Place of opening Bids	:	Tamilnadu Tourism Dev. Corporation Ltd., Tourism Complex 3 rd Floor 2, Wallajah Road, Chennai-2
Address for communication	:	Tamilnadu Tourism Dev. Corporation Ltd., Tourism Complex 3 rd Floor 2, Wallajah Road Chennai –2.

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- 2. PRICE BID (ANNEXURE– I)**

**TAMILNADU TOURISM DEVELOPMENT CORPORATION LTD.
TOURISM COMPLEX, 2, WALLAJAH ROAD, CHENNAI-2**

**NATURE OF WORK: - SUPPLY OF COMPUTER CONSUMABLES
& ACCESSORIES FOR THE YEAR 2024-2025**

INSTRUCTION TO TENDERER:

1. Sealed tenders are invited from reputed manufacturer companies/ organizations/firms or authorized dealer for supply of computer consumables and accessories by Tamilnadu Tourism Development Corporation Limited, Chennai-2 up to 3.30 PM on 18.12.2024
2. Tenders should be in the prescribed original tender document obtained from the above address and it should be in separate wax sealed covers super scribed as "Price Bid for supply of computer consumables and accessories" to the Chairman & Managing Director, Tamilnadu Tourism Development Corporation Limited, Chennai-2 by designation. Sealed tenders can be submitted in person or sent by post at the following address:

**Managing Director
Tamilnadu Tourism Development Corporation Ltd.
Tourism Complex, 3rd Floor
No.2, Wallajah Road, Chennai-2**

The tenders not in the prescribed original tender document will be summarily rejected.

3. The Tenderer should furnish Earnest Money deposit as Rs.5,000/- (Rupees five thousand only) payable by crossed demand draft on any of the nationalized Bank having its office at Chennai. The Demand Draft should be drawn in favour of "Tamilnadu Tourism Development Corporation Limited." No other form of Earnest Money deposit will be accepted.
4. Tenders received without Earnest Money Deposit will not be accepted and the same will be summarily rejected.

5. If tenderer failed to furnish the EMD as Rs.5,000/- (Rupees five thousand only) at the submission of Price bid, their price bid will be summarily rejected at the time of opening the price bid.
6. The successful tenderer should furnish security deposit as Rs.5000/- either by D.D or by Bank Guarantee from a Nationalized Bank/Scheduled Bank valid for one year within one week from the date of receipt of letter from TTDC intimating the selection of the bidder for the award of contract.
7. Earnest Money Deposit of the successful bidder shall be forfeited in the event of withdrawal of his bid, before the bid validity period or in the event of the failure of successful bidder to furnish the security deposit or to execute the agreement within the specified period. In addition to the forfeiture of Earnest Money Deposit, steps will be taken to blacklist the defaulter.
8. The tenderer (authorized signatory of the company) should sign at the bottom space of all the pages of tender document.
9. The rates tendered should be inclusive of transportation and insurance, if any that may be levied by the appropriate authorities. As per the Government guidelines issued as a sequel to the Transparency in Tenders Act, the Price bids will be evaluated reckoning all Duties, Insurance, Transportation etc. but local sales tax and service tax will be excluded. The format for quoting price bid is at **Annexure I.**
10. The Price Bid will be opened at the Registered Office of Tamilnadu Tourism Development Corporation Ltd., 3rd Floor, Tourism Complex, No.2 Wallajah Road, Chennai-2 on 18.12.2024 at 4.00 P.M. The qualified tenderer's price bid will be opened on a date and time in the presence of tenderers or their authorized representative who choose to be present at that time.

11. The Earnest Money Deposit (EMD) of unsuccessful tenderers will be refunded after a decision taken on the tender. For the successful tenderer Earnest Money Deposit will be adjusted as security deposit. The amount deposited for security will not carry any interest.
12. The amount deposited as Earnest Money Deposit as required in Clause 3 above will not carry any interest.
13. The successful Tenderer will be intimated about the acceptance. Hence no enquiry in this regard need be made.
14. All columns in the tender schedule shall be duly, properly and exhaustively filled in ink. The rate shall be entered in words also underneath the figures. No alteration in the description of the schedule shall be permitted. All corrections should be authenticated under the full signature of the tenderer. In case of variations in the rate quoted in words and in figures, the rate quoted in words only will be taken into consideration.
15. The tender shall be valid for 90 days from the date of opening of price bid.
16. The supply should be effected as per specifications furnished in **Annexure I**.
17. Delivery should be made within 1 or 2 days from the date of placing order. The orders will be placed over phone or in writing.
18. Delay in supply will lead to penalty @ 1% of the value of item cost for every 2 days of delay or part thereon for the undelivered period.
19. If delay in supply exceeds 2 days from the delivery schedule, the acceptance order will be liable for cancellation in total or partial, liquidated damages will be levied to the extent of 5% of the total value of items cancelled and the supplier will be blacklisted.
- 20.a) If it is found that the items so supplied are not as per supply order specifications, the supply made will be rejected and the supplier will be black listed, liquidated damages will be levied to the extent of 5% of the total value of items cancelled and security Deposit will be forfeited.

b) The tenderer should have supplied the quality as per the supply orders received by him in the past and there shall be no instance of cancellation of purchase orders issued in his favor, due to his default.

21. If defective items supplied that should be replaced immediately. In case of any failure on this, the purchase cost of such defective items shall be recovered from supplier as liquidated damages.
22. Tenderers should clearly mention the brand name towards supply of items.
23. The tenderer should have all the necessary registration of Government under the shop and establishment Act, GST and PAN (Copy should be enclosed). If Tenderer failed to furnish the said copies, their Price Bid will be summarily rejected at the time of opening the price bid.
24. **Fixed Price** Prices quoted by the bidder shall be fixed the Bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.
25. The tenderer should quote rate for the items for one year (annual) contract and should be position to maintain the same price till the contract is over i.e one year from the date of acceptance of the order.
26. The tenderer should quote for quality items and it should not be varied from the sample produced by them till the end of the contract.
27. **Payment Terms:** Payment will be made by TTDC on delivery of items as per the approved rate on receipts of invoice/bills in duplicate.
28. In exceptional circumstances, the TTDC may solicit the bidders consent to an extension of the period of validity. The request and the responses thereto shall be made in writing or by mail. The bid security provided shall be suitably extended. A bidder may refuse the request without forfeiting its bid security. A bidder granting the request is not required or permitted to modify its bid.

29. Bids must be received by the TTDC at the address specified not later than the time and the date specified in the Invitation of Bids. In the event of the specified date for the submission of bids being declared a holiday for the TTDC, the bids will be received up to the appointed time on the next working day.
30. The TTDC may, at its discretion, extend the deadline for submission of bids by amending the bid documents. In which case all rights and obligations of the TTDC and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
31. During evaluation of bids, the TTDC may, at its discretion, ask the bidder for clarification of its bid. The request for clarification and the response shall be in writing.
32. The TTDC will scrutinize the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order. Bids from representatives, without proper authorization from the manufacturer shall be treated as non-responsive.
33. No bidder shall contact the TTDC on any matter relating to its bid, from the time of bid opening till the contract is awarded.
34. Any effort by a bidder to influence the TTDC in the TTDC's bid evaluation, bid comparison or contract award decisions may result in rejection of the bidder's bid.
35. The notification of award will constitute the formation of the contract.
36. In the event TTDC terminating the contract in whole or in part, for non supply of computer consumable items or its accessories as per delivery schedule the TTDC may procure, upon such terms and in such manner as it deems appropriate. The items similar to those undelivered, and the Supplier shall be liable to the TTDC for any excess costs for such similar items. However, the

supplier shall continue the performance of the contract to the extent not terminated.

37. The tenders submitted beyond the date and time fixed shall be summarily rejected.

38. Any postal delay or loss in transit will not bind TTDC Ltd.

39. The Managing Director, Tamilnadu Tourism Development Corporation Ltd., reserves the right either to accept or reject any or all the tenders at any time prior to award of contract.

40. Evaluation of tenders would be in accordance with the provisions of Tamilnadu Transparency in Tenders Act 1998.

41. Disputes if any arises, the Arbitrator will be appointed by mutual consent of both the parties and the arbitration proceedings will be as per Arbitration Act. The Jurisdiction will be at Chennai.

SIGNATURE OF
THE TENDERER.
DATE:

MANAGING DIRECTOR
TTDC LTD., CHENNAI.

ANNEXURE I

TAMILNADU TOURISM DEVELOPMENT CORPORATION LTD, CHENNAI-2

TENDERER SCHEDULE – (PRICE BID)

SUPPLY OF COMPUTER CONSUMABLES AND ACCESSORIES

SL NO.	ITEMS	RATE(per unit) IN Rs.	GST in %
	NEW INK CARTRIDGE		
1.	Brother Toner- TN-2365		
2.	HP LaserJet 12 A (Black) Toner		
3.	HP LaserJet Drum 12 A		
4.	HP LaserJet 12 A (Black) Refilling		
5.	HP LaserJet 88A (Black) Toner		
6.	HP LaserJet 88A Refilling		
7.	HP Laser Drum 88 A		
8.	HP LaserJet 78A (Black) Toner		
9.	HP LaserJet 78A Refilling		
10.	HP LaserJet Drum 78 A		
11.	HP LaserJet 36A (Black) Toner		
12.	HP LaserJet 36A Refilling		
13.	HP LaserJet Drum 36A		
14.	HP 110A(W1112A) Black Toner		
15.	HP 110A(W1112A) Black Toner Refilling		
16.	HP 110A(W1112A) Black Toner Drum		
17.	HP 152A(W15202A)Black Toner		
18.	HP 152A(W15202A)Black Toner Refilling		
19.	HP 152A(W15202A)Black Toner Drum		
20.	HP 77A(CF277A) Black Toner		
21.	HP 77A(CF277A) Black Toner Refilling		
22.	HP 77A(CF277A) Black Toner Drum		
23.	HP 137A (W1370A) Black Toner		
24.	HP 137A (W1370A) Black Toner Refilling		
25.	HP 137A (W1370A) Black Toner Drum		
26.	Canon 925 LaserJet Toner (Black)		
27.	Canon 925 LaserJet Toner (Black) Refilling		
28.	Canon 925 LaserJet Toner (Black) Drum		
30.	HP 201A LaserJet (CF400A)(Black)		
31.	HP 201A LaserJet (CF401A)(Cyan)		
32.	HP 201A LaserJet (CF402A)(Yellow)		
33.	HP 201A LaserJet (CF403A)(Magenta)		
34.	HP LaserJet 28A (CF228A)		
35.	HP LaserJet 204A (CF510A)(Black)		
36.	HP LaserJet 204A (CF512A)(Yellow)		
37.	HP LaserJet 204A (CF511A)(Cyan)		
38.	HP LaserJet 204A (CF513A)(Magenta)		
39.	HP Color LaserJet 414A (w2020A) Black		
40.	HP Color LaserJet 414A (w2021A) Cyan		
41.	HP Color LaserJet 414A (w2022A) Yellow		
42.	HP Color LaserJet 414A (w2023A) Magenta		
43.	HP Color LaserJet 416A (w2040A) Black		

44.	HP Color LaserJet 416A (w2041A) Cyan		
45.	HP Color LaserJet 416A (w2042A) Yellow		
46.	HP Color LaserJet 416A (w2043A) Magenta		
47.	HP Color LaserJet 202A (500A) Black		
48.	HP Color LaserJet 202A (501A) Cyan		
49.	HP Color LaserJet 202A (502A) Yellow		
50.	HP Color LaserJet 202A (503A) Magenta		
	HP LaserJet Pro MFP M183 FW		
51.	HP Toner 215A (W2310A) Black		
52.	HP Toner 215A (W2312A) Yellow		
53.	HP Toner 215A (W2311A) Cyan		
54.	HP Toner 215A (W2313A) Magenta		
	HP Color Laser Pro Printer MFP178 New		
55.	HP Toner 119 A Magenta (W2093A)		
56.	HP Toner 119 A Yellow (W2092A)		
57.	HP Toner 119 A Cyan (W2091A)		
58.	HP Toner 119 A Black (W2090A)		
	Epson L- 3156, 3150 Wi-Fi- INK TANK PRINTER		
59.	Epson 003 -Black		
60.	Epson 003 -Cyan		
61.	Epson 003 -Yellow		
62.	Epson 003 -Magenta		
	DOT MATRIX RIBBON CARTRIDGE		
63.	EPSON LQ -1150 + (136 Col)		
64.	EPSON LQ -1310		
	CD-RW (Minimum or above 700 MB)		
65.	HP		
66.	Sony		
67.	Moserbaer		
	DVD-RW (Minimum or above 4.7 GB)		
68.	HP		
69.	Sony		
70.	Moserbaer		
	CABLES		
71.	Printers USB Cables(1.5 mt)		
72.	Printers USB Cables(5 mt)		
73.	Power Card Cable (2 mt)		
74.	Power Card Cable (5 mt)		
75.	Monitor HDMI Cables (1 mt)		
76.	Monitor HDMI Cables (2 mt)		
77.	Monitor HDMI Cables(5 mt)		
78.	Monitor VGA Cables		
79.	USB Hub (4) Port		
80.	Mouse Pad (Logitech)		
81.	Mouse Pad (Intel)		
82.	Spike Buster 5 point (Anchor) (2m)		
83.	Spike Buster 5 point (Anchor) (10m)		
84.	Speaker Desktop		
85.	Web camera (Logitech)720 HD		

86.	Web camera (Logitech)1080 HD		
87.	Pen Drive 32 GB (San Disk)		
88.	Pen Drive 64 GB (San Disk)		
89.	Pen Drive 32 GB (HP Metal)		
90.	Pen Drive 64 GB (HP Metal))		
91.	Pen Drive 128GB (HP Metal)		
92.	Pen Drive 256GB (HP Metal)		
93.	Pen Drive OTG C-Type Support 128GB (HP)		
94.	Pen Drive OTG C-Type Support 256GB (HP)		
95.	Pen Drive OTG C-Type Support 512GB (HP)		
96.	Memory Card 128 GB (Transcend)		
97.	Network Switch 8 port (D- Link/TP- Link)		
98.	Network Switch 16 port (D- Link/TP- Link)		
99.	Network Switch 32 port (D- Link/TP- Link)		
100.	Network Switch48 Port Switch (Giga byte)		
101.	Router 1200 mbps Dual band with WI-FI (TP-Link/D- Link/Tenda/Syrotech)		
102.	USB Wi-Fi Adaptor (TP Link/ D-Link)		
	USB Bluetooth Adaptor (TP Link/ D-Link)		
103.	Power Adapter for Laptop (3 mt) 19V		
	OTHER ACCESSORIES		
104.	LAN Ethernet Card(1 Giga bytes)-Intel		
105.	LAN Card for Desktop(wireless)- Intel		
106.	RAM DDR2(2 GB) (Desktop)-Samsung / HP		
107.	RAM DDR3(4 GB) (Laptop) –Samsung / HP		
108.	RAM DDR3(8 GB) (Laptop) –Samsung / HP		
109.	RAM DDR3(4 GB) (Desktop)- Samsung/ HP		
110.	RAM DDR3 (8 GB) (Desktop)-Samsung / HP		
111.	RAM DDR4 (4 GB) (Laptop)-Samsung / HP		
112.	RAM DDR4 (8 GB) (Laptop)- Samsung /HP		
113.	RAM DDR4(4 GB) (Desktop)- Transcend/ HP		
114.	RAM DDR4 (8 GB) (Desktop)-Transcend/ HP		
115.	RAM DDR 5 (4 GB) (Desktop)- Transcend /HP		
116.	RAM DDR 5 (8 GB)(Desktop)-Transcend / HP		
117.	RAM DDR 5 (4 GB)(Laptop)-Transcend / HP		
118.	RAM DDR 5 (8 GB) (Laptop)- Transcend/ HP		
119.	SSD- Hard Disk -256 GB(Desktop)		
120.	SSD-Hard Disk -512 GB(Desktop)		
121.	SSD-Hard Disk -1TB (Desktop)		
122.	SSD-Hard Disk-256 GB(Laptop) NVMe		
123.	SSD-Hard Disk- 512 GB (Laptop) NVMe		
124.	SSD-Hard Disk -1 TB (Laptop) NVMe		
125.	Internal Hard Disk (1 TB) (Desktop)		
126.	Internal Hard Disk (2 TB) (Desktop)		
127.	External HARD DISK(1 TB)SONY/Seagate		
128.	External HARD DISK(2 TB)SONY/Seagate		
129.	External HARD DISK(4 TB)SONY/Seagate		
130.	External SSD (1 TB)SAMSUNG/Seagate		
131.	External SSD (512 GB)SAMSUNG/Seagate		

	MOUSE		
132.	USB Wired Mouse (Logitech)		
133.	USB Wired Mouse (DELL)		
134.	USB Wired Mouse (TVS)		
135.	Wireless mouse (Logitech)		
136.	Wireless mouse (DELL)\		
	KEY BOARD		
137.	Keyboard with USB (TVS)		
138.	Keyboard with USB (DELL)		
139.	Keyboard with USB (HP)		
140.	Keyboard Wireless (Logitech)		
141.	Keyboard Wireless (DELL)		
142.	Keyboard with mouse (wireless)Logitech		
143.	Keyboard with mouse (wireless)DELL		

SIGNATURE OF
THE TENDERER.
DATE:

MANAGING DIRECTOR
TTDC LTD., CHENNAI.