THE SINGARENI COLLIERIES COMPANY LIMITED

(A GOVERNMENT COMPANY)

Purchase Department

Singareni Bhavan, Red Hills, PO: Khairatabad, Hyderabad– 500004, Telangana

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NOTICE INVITING TENDERS (NIT)

Sub: **Procurement of Printers & cartridges for use at Office of CMD, SCCL Office- Reg.**

Enquiry No.	**HY126O0177**	**Enquiry Date**	**13.10.2026**
Closing Date	05.11.2026 (by 3:00PM)	Opening Date	05.11.2026 (at 3:00PM)
Mode of Enquiry	Open Tender	No. of Sources	Single
Mode of Tendering	Single Cover	Category	Material

Schedule of Requirements

Sl No.	**Item Code**	**Material Description**	**Qty**	**Unit**
1	1605031112	HP LJ MFP 430fdw Printer	01	NOS
2	1605031173	HP LJ M233sdw MFP	01	NOS
3	1625111289	W2300A HP BLACK CARTRIDGE FOR 4303 PRI	01	NOS
4	1625111290	W2301A HP CYAN CARTRIDGE FOR 4303 PRI	01	NOS
5	1625111307	W2302A HP YELLOW CARTRIDGE FOR 4303 PRI	01	NOS
6	1625111319	W2303A HP MAGENTA CARTRIDGE FOR 4303 PRI	01	NOS

***Detailed technical specifications are enclosed at Annexure-1.**

- Firms are requested to submit their offers only after thoroughly understanding the enquired items. Any doubts or clarifications required regarding the items shall be sought before submission of the offer. Clarifications sought after submission of the offer will not be considered.

- Bidders are requested to submit their offers in sealed covers duly superscribed with the **Enquiry Number, Date of Enquiry and Name of the Firm** for proper identification and processing.

- Quotations to be Addressed to: AGM(E&M)/Purchase, The Singareni Collieries Company Limited, Singareni Bhavan, Red Hills, PO: Khairatabad, Hyderabad-500004, Telangana.

Eligibility & Tax Conditions

i. **Offers are invited only from vendors located in Hyderabad/ Secunderabad.**

ii. The firm must be the OEM or an authorized partner of OEM, The firm shall submit OEM (MAF) authorization letter failing which the firm will be disqualified.

iii. A GST (Goods and Service Tax) registration certificate must be submitted along with quotation/offer. The GST and any other taxes must be shown separately as extra, in %.

iv. Where a bidder does not show GST/Other Taxes, the landed cost will be computed using the highest GST % quoted by other bidders.

General Terms and Conditions

1. Tenders received after stipulated date and time will not be considered, for whatsoever reason.
2. The Make/Brand must be mentioned.
3. Some firms are not supplying items/materials. Their offers will not be considered.
4. Quotations must be on the firm's letterhead showing its name, telephone number and e-mail id, and must be clear and free of corrections or erasures.
5. Firms must mention the material HSN (Hormonized System of Nomenclature)/SA CODE(Services Account Code), guarantee period.
6. **Delivery Period:** Material or Items to be supplied within 2 to 4 weeks after placement of order.
7. **OFFER VALIDITY:** The offer shall remain valid for a period of 120 days from the date of tender opening. No revision of rates will be permitted during this period.
8. Rates must be quoted as per the sizes / units / makes / brands asked for; otherwise the offer will not be considered.
9. The quantity shown is indicative and may be increased /decreased.
10. Material shall be delivered at **Singareni Bhavan, Hyderabad**. No transportation charges will be paid separately.
11. Samples of the items should be submitted if called for in the enquiry.
12. Only firms holding ready stock and able to supply within the stipulated time need to submit an offer.
13. M/s SCCL reserves the right to reject any or all tenders, or to accept any offer in whole or in part, without assigning any reason. Its decision shall be final and binding.
14. Sealed tenders may be dropped in the tender box at the Company's Purchase Office, Hyderabad, or sent by post /courier before the due date and time. M/s. SCCL will not, in any way, be responsible for any postal delay.
15. A Separate cover shall be used for each quotation; Quotations of different enquiries placed in a single cover will not be considered.
16. e-mail quotations are not acceptable.
17. Payment will be made within 30 days of receipt of material at **Singareni Bhavan, Hyderabad.**

18. Bidders are required to submit their bank account details, including RTGS/NEFT information, for processing online payments.

Tax retention clause:

The supplier shall upload the tax invoice in the GSTN as required under the GST Act, i.e. by the 11th of the month following the month in which the 'time of supply' arises. Where an order is executed in phases through multiple invoices, or payment is staggered, and the tax invoice is not uploaded within the prescribed time, the tax amount will be withheld from the payment against the subsequent invoice until the invoice is uploaded. Final payment is subject to the supplier's compliance under the GST Act.

Section Officer, Hyderabad. **AGM(E&M)/HYD**

ANNEXURE – I

I Specification Sheet for HP LJ Pro MFP 4303fdw Colour Printer

Field	Description
Printer Make & Model	HP Colour LaserJet Pro MFP 4303fdw
Function	A4 Colour Laser Multifunction Printer — Print, Copy, Scan, Fax
Print Speed	Black (A4): Up to 33 ppm, Colour (A4): Up to 33 ppm ; Black (A4, duplex): Up to 29 ipm Colour (A4, duplex): Up to 29 ipm
Duplex printing	Automatic
Copier Source	Flatbed + 50-sheet Automatic Document Feeder (ADF)
Trays Capacity	Tray 1 (multipurpose): 50 sheets; Tray 2 (main input): 250 sheets; ADF: 50 sheets;
Papers Supported	A4, Letter, Legal, Executive, B5, 4×6 in, envelopes, postcards The printer should support all makes of locally available paper (A4 & Legal) between 75 – 120 GSM and above
Connectivity	USB 2.0, USB 2.0 Host, 1 Gigabit Ethernet 10/100TX network, Wi-Fi (802.11ac, dual-band), Bluetooth LE, Wi-Fi Direct
Supported OS	Microsoft Windows (10/11), Apple macOS
Memory	512 MB NAND Flash, 512 MB DRAM
Copy Resolution	Up to 600 x 600 dpi (Black & Colour)
Print Resolution	600 x 600 dpi (up to 38,400 x 600 enhanced dpi)
Control Panel Display	4.3" WLED-backlit, anti-glare colour touchscreen
Mobile / Cloud Printing	HP ePrint, HP Roam, Apple AirPrint, Wi-Fi Direct printing, Mopria-certified
Security Features	HP Security Manager; HP Secure Print and Insights; HP Dynamic Security enabled; Optional HP Smart Security / HP Wolf Pro Security
Warranty	Comprehensive **on-site warranty 3** years warranty

II Specification Sheet for HP LJ MFP M233sdw monochrome Printer

Field	HP LaserJet MFP M233sdw
Description	A4 Monochrome Laser Multifunction Printer — Print, Copy, Scan
Specify Make & Model	HP LaserJet MFP M233sdw
Print Speed	Up to 29 ppm
Copier Source	Flatbed + Automatic Document Feeder (ADF)
Trays Capacity	Input tray: 150 sheets; Output tray: 100 sheets
Papers Supported	A4, A5, A6, B5 (JIS), envelopes, labels, cardstock, postcards
Connectivity	USB 2.0, Ethernet (LAN), Wi-Fi, Bluetooth LE, Wi-Fi Direct
Supported OS	Microsoft Windows (7/8/8.1/10/11), Apple macOS (High Sierra–Big Sur+), Linux
Memory	64 MB
Print Resolution	Up to 600 x 600 dpi
Control Panel Display	Compact icon-based LCD control panel
Security Features	Secure Boot, Secure Firmware Integrity, Runtime Code Integrity, password protected EWS, secure browsing via SSL/TLS 1.0, TLS 1.1, TLS 1.2; TLS 1.0/1.1 disabled by default; Admin password by default, Cipher & TLS selection; Account lockout;
Warranty	Comprehensive **on-site warranty 3 years**

III HP LJ MFP 4303fdw 230X toner cartridges

Number of Print Cartridges	4 (1 each — Black, Cyan, Magenta, Yellow)
High-Yield Toner (HP 230X)	Black: ~7,500 pages (W2300X); Cyan/Magenta/Yellow: ~5,500 pages each (W2301X/W2303X/W2302X)

Other Terms& Conditions:

- Must be the OEM or an authorized partner of OEM, with an OEM (MAF) authorization letter.
- Must meet all technical specifications
- Equipment must be new, genuine and unused.