

Government of India
Ministry of Chemicals & Fertilizers
Department of Fertilizers

Shastri Bhawan, New Delhi

Dated: / 7-03.2017

TENDER NOTICE

RATE CONTRACT FOR SUPPLY OF SAMSUNG PRINTER CARTRIDGE

Estimated Cost: Rs. 5,00,000/-

EMD: Rs. 10,000/-

Sealed quotations in single bid are invited from the authorized distributors of Samsung cartridges/ toners for rate contract to supply of Printer Cartridges as per details given in the attached Annexure-II so as to reach this office not later than 31.03.2017 up to 3.00 PM. at the office of Under Secretary (MIT), Room No.205- D, Shastri Bhawan New Delhi-110001.

Criteria:

1. The firm should be a registered firm having valid Income Tax clearance certificate from Income Tax Department, valid Service Tax/ Sales Registration certificate from appropriate Tax Authorities. The Contract should enclose attested photocopies of such certificates with their Bid.
2. The firm should have annual revenue turnover of Rs. 15.00 lakh or above from businesses relating to sale of toner cartridges during the last 2 years. Company should furnish copies of audited balance sheets for the last two years in support of annual Accounts Auditors.
3. The bidder company should be ISO 9001 certified. Certificates to this effect should be enclosed with the Bid.
4. The bidder should have its office operating in or around Delhi, Communication address and telephone numbers for the same should be provide.
5. The bidder should have 2 years similar experience of supply of printer toner/cartridges in Government Departments, Public Sector Undertakings and Autonomous Bodies. The Contractors should enclose list of such offices with their addresses with the bid.

The other terms and conditions of the tender and submission of the quotation are as under:-

1. The successful bidder will be placed on rate contract for a period of one year from the date of awarding the contract.

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2. EMD for Rs. 10,000/- (Rupees Ten Thousand only) should be deposited along with the Tender document by way of Demand Draft (DD), in favour of Accounts Officer, Department of Fertilizers payable at New Delhi. Any tender without requisite EMD will be rejected out-rightly.
3. The EMD of unsuccessful Tenderer will be returned only after finalization of the **Tender** process.
4. The EMD of the successful Tenderer will also be returned on submission of performance Security Deposit of Rs. 50,000/- (fifty thousand only) in the form of Bank Guarantee.
5. No interest shall be paid on Performance Security Deposit.
6. Conditional tenders will be rejected.
7. The Tenderer must sign the tender form as per in confirmation of the acceptance of all the terms and conditions of the tender as per **Annexure-I**.
8. The bidder should be authorized dealer of an OEM, and should submit the certificate of authorized dealer from OEM with his offer having validity for the proposed period of contract.
9. The firm must be registered with the value added Tax/Sales Tax Department of Delhi. Attested photocopies of the Sales Tax/Vat registration number should be attached with the tender.
10. The Tenderer should submit proof of Permanent Account Number and it should be in the name of the firm and not on the name of the owner of the firm.
11. The rates should be submitted against each item of **Annexure-II**.
12. The rates should be inclusive of delivery charges to Department of Fertilizers. The rates should be quoted according to given items specifications. The rates of sales tax/VAT etc., if chargeable should be clearly mentioned. This Clause is not subject to any change once the bids are opened.
13. No changes in rates offered will be permitted during the tenure of Rate Contract.
14. Supplier will not be relived from any liability related to warrantee/guarantee or any obligation under the contract.
15. The items are to be supplied within seven days from the date of purchase order. In case of delay, a penalty of 0.5% of cost will be levied for each day of delay subject to maximum of 10%.
16. Delay beyond 21 days of order will be treated as non-performance.
17. The items supplied should be genuine and original toners/cartridges and it may be noted that no compromise on quality would be accepted. In case it is found at any stage that the quality supplied is inferior, the contract will

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be cancelled and firm may be black listed or debarred for any future dealings with the Department. Supply of duplicate items will liable for forfeiture of the Performance Security besides legal action as decided by the Competent Authority.

18. The Rates will be valid for one year from the date of awarding of the contract.
19. The quotation received after the due date and time will not be accepted.
20. The expiry date of the items supplied should be more than one year from the date of delivery.
21. The tender should be sent by ordinary post in sealed cover or can also be put in the sealed box kept in the Facilitation Center of the Department near Gate No.3, G-12, Shastri Bhawan, New Delhi.
22. The tender will be opened on 31.03.2017 at 3.30 P.M. in the office of Under Secretary (MIT), Room No. 205-D, Shastri Bhawan, New Delhi -110001. A maximum of one representative of each tenderer will be allowed at the time of opening of tender subject to production of authority letter from the company.
23. The purchaser reserves the right to accept or reject any or all quotations without assigning any reason.
24. Over writing/over typing should be avoided if any should be authenticated by putting the initials by the authorized signatory of the firm.
25. Any dispute is subject to the jurisdiction of the Delhi Courts only.



(B.S. Hedao)

Under Secretary to the Govt. of India

Tele:- 23386151

Note: The downloaded tender document must be accompanied by Cheque/DD towards requisite EMD.

BID FORM

(Bidders are requested to furnish the Form of Bid in the Format given in this section, filling all the Blanks)

To,
The Under Secretary
Department of Fertilizers
Shastri Bhawan,
New Delhi.

Dear Sir,

Having examined the Bidding documents and its terms and conditions we the undersigned offer to undertake to supply printer cartridges/toners to the Department of Fertilizers at Shastri Bhawan as per details in Annexure-II at the rates mentioned against them during the period of contract.

We agree to abide by this bid-offer for the contract period of one year from the date of award of the contract and the conditions of this offer shall remain effective and binding upon us for acceptance at any time before the expiry of the said period.

We are submitting Earnest Money of Rs. 10.000/- (Rupees Ten Thousand Only) through Demand Draft favouring "Accounts Officer, Department of Fertilizers," payable at New Delhi.

The bid, together with written acceptance thereof by Department of Fertilizers and Order/Notification of Award of Work, shall constitute a binding contract between us and the DOF.

We understand that DOF reserves the right to accept /reject any bid, without assigning any explanation or reason and decision of DOF on the subject shall be final and binding on all Bidders.

Dated, thus.....day of2017

Signature

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(In capacity of)
duly Authorized to sign this bid for and on behalf of
(Name and Address of the Bidder)
(Affix Official Seal)

Annexure-II

Sl No	Specification number of Samsung Printer Cartridge/toner
1	Samsung MLTD-119 S
2	Samsung 3050
3	Samsung 4073 (Black)
4	Samsung 4073 (Cyan)
5	Samsung 4073 (Magenta)
6	Samsung 4073 (Yellow)
7	Samsung CLTK-406 (Black)
8	Samsung CLTK-406 (Cyan)
9	Samsung CLTK-406 (Magenta)
10	Samsung CLTK-406 (Yellow)
11	Samsung MLTD-101 S
12	Samsung MLTD-116 S
13	Samsung MLT-205 S
14	Samsung MLT- D203S/XIP
15	Samsung Imaging Unit MLT- R 116/XIP