

Government of India  
Ministry of Chemicals & Fertilizers  
Department of Fertilizers

Shastri Bhawan, New Delhi  
Dated the 1<sup>st</sup> June, 2012

**TENDER NOTICE**

**RATE CONTRACT FOR SUPPLY OF PRINTER CARTRIDGE**

Estimated Cost: Rs. 24,00,000/- per annum EMD: Rs. 30,000/-  
Tender Cost Rs. 500/- (In the form of Cheque/DD in favour of Accounts Officer, Dept. of Fertilizers) (*Non-refundable*)

Sealed quotations in **single bid** are invited from the authorized distributors of HP and 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 **18.06.2012 up to 3.00 P.M.** at the office of Under Secretary (MIT), Room No.205-D, Shastri Bhawan, New Delhi-110001.

**Criteria:**

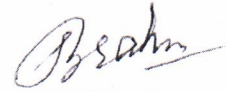
1. The firm should be a registered firm having valid Income Tax clearance certificate from Income tax department, valid Service Tax/Sales Tax Registration certificates from appropriate Tax Authorities. The Contract should enclose attested photocopies of such certificates with their Bid.
2. The firm should have annual revenue turnover of Rs.50.00 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 revenue turnover or Certificates issued by 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 provided.
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.
2. EMD for Rs.30,000/- (Rupees thirty thousand) should be deposited along with the Tender document by way of DD, in favor 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.1.00 lac. 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.
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 rate of VAT if charged extra should be clearly mentioned. If VAT is not mentioned it will be presumed that the rates mentioned are inclusive of VAT and accordingly tender will finalised. 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 a maximum of 10%.
16. Delay beyond 21 days of order will be treated as non-performance.
17. The items supplied should be New and as per the specification. 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 tender should be sent by ordinary post in sealed cover or can also be put in the sealed box kept in the Facilitation Centre of the Department near Gate No.3, Shastri Bhawan, New Delhi.
21. The tender will be opened on ~~16.6.2012~~ <sup>18.6.2012</sup> at **4.30 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.
22. The purchaser reserves the right to accept or reject any or all quotations without assigning any reason.
23. Over writing/over typing should be avoided if any should be authenticated by putting the initials by the authorized signatory of the firm.
24. Any dispute is subject to the jurisdiction of the Delhi courts only.



(P.B. Sahu)

Under Secretary to the Govt. of India  
Tele: 23387492

**Note :** The downloaded tender documents must be accompanied by Cheque/DD toward 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.30,000/- (Rupees thirty thousand Only) through Demand Draft favouring "Accounts Officer, Department of Fertilizers," payable at New Delhi.

This 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, this ..... day of .....2012

Signature

.....

(in capacity of )

duly Authorized to sign this bid for and on behalf of

(Name and Address of the Bidder)

(Affix Official Seal)

S.No.	Cartridge No. H.P.	Unit Rate	Vat
1.	21		
2.	22		
3.	45		
4.	78		
5.	852		
6.	855		
7.	818 Black		
8.	818 Color		
9.	860 Black		
10.	861 Color		
11.	4902 Black		
12.	4907 Cyan		
13.	4908 Magenta		
14.	4909 Yellow		
15.	4936 Black		
16.	4937 Magenta		
17.	4938 Cyan		
18.	4939 Yellow		
<b>List of Tonner HP</b>			
19..	06F		
20.	24A		
21.	7115A		
22.	2612A		
23.	5949A		
24.	7553A		
25.	436A		
26.	388A		
27.	530 Black		
28.	531 Cyan		
29.	532 Magenta		
30.	533 Yellow		
31.	320 Black		
32.	321 Cyan		
33.	322 Magenata		
34.	323 Yellow		
35.	278A		
36.	3960A Black		
37.	3971A Cyan		
38.	3972A Magenta		
39.	3973A Yellow		
40.	3964A Imagzin		
41.	5945A		
42.	1339A		

43.	HP CE 270A Black		
44.	HP CE 271 A Cyan		
45.	HP CE 272 A Yellow		
46.	HP CE 273 A Magenta		
<b>SAMSUNG TONER</b>			
1.	1610		
2.	1710		
3.	4521		
4.	3050		
5.	4073 Black		
6.	4073 Cyar		
7.	4073 Magenta		
8.	4073 Yellow		
9.	CLP 300 Black		
10.	CLP 300 Cyan		
11.	CLP 300 Magenta		
12.	CLP 300 Yellow		
<b>PANASONIC TONNER</b>			
1.	DQ TCB 008		

Only 10 names may complete for the Tenc  
NAME OF THE FIRMS

1. Universal Technologies Pvt. Ltd.,  
G-4, Osian Building, 12 Nehru place,  
New Delhi - 110019.
2. Infocreations Technologies (P) Ltd.,  
C-250, Pul pehladpur,  
New Delh- 110014.
3. AD Infotech  
601-A Skylark Building  
60 Nehru Place  
New Delhi-110017.
4. Sanchi Enterprise,  
28 Jain Mandir Market,  
South Extension Part-II
5. Bishop Technology Pvt. (Ltd.)  
1733 Bhagwat Complex  
Gurdwara Road Kotla Mubarak Pur  
South Extension Part-I,  
N.Delhi-3
6. Shakit Marketing Associates,  
27, Jain Mandir Market Complex,  
South Extension Part-II
7. Libra Sales  
Shakurpur,  
Delhi.
8. Maruti Marketing  
2&3 L & F KanuChamber  
Sawal Nagar  
Near, Sadiq Nagar  
Delhi-49
9. M/s. Global Comp Enterprise  
H.O.-277-B, Gali No.8  
Near Yadav Dharamshala  
Samaipur, Delhi-06
10. Kendriya Bhandar  
Sewa Bhawan, R.K.Puram  
New Delhi
11. NCCF  
Deepali(6<sup>th</sup> Floor)  
92, Nehru Place  
New Delhi
12. D.D. Enterprises  
A-99, Jhandewallan Flatted Factory Complex,  
Rani Jhansi Road, New Delhi-110055.