

District Information Technology Society, Faridabad
Room No. 510, 5th Floor, Mini Secretariat, Sector-12,
Faridabad

(Tender for rate fixation of Computer toner cartridges)

Date of Start of tender	21-08-2019
Last date of Submission of bid	28-08-2019 upto 02.00PM
Date of opening the tender	28-09-2019 at 04.00PM
Earnest money (EMD)	Rs. 25,000/-
Period of rate contract	One year upto 30-09-2020

Properly sealed tender are invited for and on behalf of District Administration, Faridabad from the eligible supplier's / vendors for fixation of rates for toner cartridges required from time to time.

District Information Technology Society (DITS), Faridabad is a registered society under Haryana Registration of Societies Act, 2014 and is running various e-governance project in the District like Registration of Vehicles, Issuance of Driving License, Property Registration System, Land Record Information System, SARAL Project etc. For the smooth running of the project this office requires OEM toner cartridges of Canon, HP and Samsung make of different model of printers.

Name of work: Supply of OEM toner cartridges of Canon, HP and Samsung make printers of following type of cartridges :-

1. Canon 303VP
2. Canon 326
3. Canon 925
4. Canon 337
5. Canon HC319
6. Canon NPG-59
7. HP 12A
8. HP 88A
9. HP 202A (Black/Cyan/Magenta/Yellow) for color laserjet.
10. HP 312A (Black/Cyan/Magenta/Yellow) for color laserjet.
11. HP 678 Black and tricolor (for inkjet printer)
12. Samsung MLT-115L

INVATATION OF BIDs :-

1. Limited tender is invited for purchase of OEM toner cartridges for computer from reputed firms having capacity to supply OEM toner cartridges for computers, having business in Faridabad or nearby and have experience of supplying such kind of items.
2. Bidders are advised to read the tender document carefully before submitting the tender.
3. Only online bids will be accepted no manual bids will be acceptable as per the format attached. If the bids are not as per the format then the bids may be rejected.
4. The bid must be accompanied an earnest money deposit (EMD) in the form of bank draft in favor of "DITS Faridabad". The bids without EMD will not be accepted.
5. The EMD in original will be submitted at the time of opening the bids and the photocopy of same be attached in online bid.
6. The bidder has to submit the following documents with the bid are
 - (i) Self attested copy of PAN Card.
 - (ii) Self attached copy of GST Registration no.

- (iii) Copy of supplying order of such items.
- (iv) Signed copy of terms & conditions.

- 7. The agency has not been blacklisted by any of the Department of the Government .
- 8. The terms & conditions and format for bid submission etc. are also available on the District Website <https://faridabad.nic.in> under terms tabs but only online bids on etenders.hry.gov.in will be acceptable For applying the bid online the agency is required the Digital Signature issued from any certifying agency.

2 - Terms & Conditions :

- 1. The bidder has to ensure that no column be left blank at the time of submission of bid.
- 2. The successful bidder shall not engage any sub contractor or transfer the contract to any other person/firm.
- 3. The tender not conforming the requirement of the tender are liable for rejection and no correspondence shall be entertained.
- 4. The rate contract is valid for one year i'e upto 30.09.2020.
- 5. During the rate of contract rates will not be revised with the revision of any taxes etc.
- 6. The rates quoted will be inclusive of all taxes.
- 7. The Chairman DITS Faridabad reserve the right to terminate the contract without assigning any reason by giving a 15 days notice to the bidder at any time during contract period.
- 8. All dispute if any shall be subject to Faridabad jurisdiction only.
- 9. Tender invited for supply of OEM cartridges only. No compatible or reused cartridges will be accepted.

- 9. The tenderer will ensure time bound delivery of cartridges as per the order.
- 10. If the cartridges are not OEM then the order will be cancelled and EMD will be forfeited.

- 11. The vendor to supply the required quantity within three days of purchase order and in case of delay penalty @0.5% of the bill amount per day will be imposed.

- 12. Vendor has to submit the e-way bill along with bills.

- 13. The rate mentioned in the quotation should be rate quoted + GST rate applicable on the item. GST will be paid as per the rate applicable at that time.

- 14. GST TDS will be deducted as per the laws.

- 15. Vendor has to submit and EMD of Rs. 25000/- vide demand draft (no cheque will be accepted) in favour of DITS Faridabad payable at Faridabad. The EMD will be returned along with bill final payment for successful bidder and for unsuccessful bidders the EMD will be returned after two days of opening the tender.

- 16. The District Administration has all right to accept/reject any tender.

- 17. For any further clarifications about the tender contact the undersigned between 2:00pm to 5:00 pm on working days.

Member Secy. DITS Faridabad.

District Information Technology Society, Faridabad

(Tender for Toner Cartridges)

Dated :

Last date of Submission : 28-08-2019 upto 02.00 PM

Name of Firm : _____

Address : _____

PAN No. : _____

GST Regn No. : _____

Authorized Contact Person details :

Name : _____

Contact No. : _____

EMD Amount : _____

DD No. & Date : _____

Issued by : _____ (Bank Name)

Declaration :

The details submitted are correct to the best of my knowledge and nothing has been concealed there off and if anything found wrong at any time, my tender may be cancelled.

Signature with seal.

District Information Technology Society, Faridabad

(Tender for Toner Cartridges)

Last date of Submission : 28-08-2019 upto 02.00 PM

Sr. No.	Description of item	Rate including GST(inclusive of all in Rs.)
1	Canon 303V Cartridge for Canon 2900B Printer (OEM Cartridge only)	
2	Canon 326 Cartridge for Canon 2900B Printer (OEM Cartridge only)	
3	Canon 925 Cartridge for Canon 2900B Printer (OEM Cartridge only)	
4	Canon 319HC Cartridge for Canon 2900B Printer (OEM Cartridge only)	
5	Canon 337 Cartridge for Canon W232 Printer (OEM Cartridge only)	
6	Canon NPR-59 Cartridge Canon iR2004 Printer (OEM Cartridge only)	
7	HP 12A for HP M1005printer (OEM only)	
8	HP 88A for HP 1008 (OEM only)	
9	HP 202A Black Color (OEM only)	
10	HP 202A Cyan Color (OEM only)	
11	HP 202A Margenta Color (OEM only)	
12	HP 202A Yellow Color (OEM only)	
13	HP 312A Black Color (OEM only)	
14	HP 312A Cyan Color (OEM only)	
15	HP 312A Margenta Color (OEM only)	
16	HP 312A Yellow Color (OEM only)	
17	HP 678 Black for inkjet printer	
18	HP 678 tricolor for inkjet printer	
19	Samsung MLT-115L cartridge (OEM)	

Signature with seal.