



कार्यालय महालेखाकार (लेखा एवं हकदारी) प्रथम, उ० प्र०,
इलाहाबाद

20, सरोजिनी नायडू मार्ग, इलाहाबाद-211001

No. ITCG/T. Notice/Consumable/2015-16/23555

Dated: 06.02.2015

Tender Notice of computer consumable items

Limited Sealed tenders are invited for supply of original Ink Jet cartridges, Toner (HP/Lipi/Prodot Make), Print Head etc. as mentioned in the enclosed format of Bid on rate contract basis which will be valid till 31st March, 2016 from date of award of contract. The tenders should be addressed to the **Dy. Accountant General/Admin, Office of Accountant General (A&E)-I, 20, Sarojini Naidu Marg, U.P. Allahabad** and will be received in the office at ITCG Section up to **27.02.2015** at 3:00 P.M. No tenders will be accepted after the due date and time. The tender will be opened on the same date i.e. **27.02.2015** at 3:30 P.M in ITCG Section in the presence of representatives of the firm, if present.

Terms & Conditions

1. The vendor should be registered with UPTT/CST/Vat.
2. The vendor should enclose Registration Certificate with his tender.
3. The rate should be inclusive of all taxes.
4. The firm must mentioned the name of the company clearly in their tender against the item whose rates he has quoted..
5. The vendor must enclose authorization letter of the company with their tender, whose rates he has quoted:
 - (i) Authorization letter of HP Company for supply of ink jet Cartridges, HP Toner Cartridges, HP DAT Cartridges & HP DLT Tape etc.
 - (ii) Authorization letter of Prodot/Lipi Company for supply of Toner Cartridges supporting to HP printer.
 - (iii) Authorization letter of Wep Company for supply of Wep make Print Head for Dot matrix Printers.

6. The tender will not be entertained without authorization letter of the company.
7. The tender must be accompanied with the **EMD of ₹ 5000/-** (Rupees five thousand only) which shall be in form of a crossed Demand draft from any Nationalized Bank in favour of the Pay and Accounts Officer, Office of the Accountant General (A&E)-I, U.P., Allahabad payable at Allahabad.
8. Tender not accompanied with earnest money will not be considered.
9. Earnest money will be refunded to the unsuccessful vendors after acceptance of the tender is conveyed to the successful vendor only.
10. All rates will be valid up to 31-03-2016.
11. The rates quoted for rate contract should be inclusive of all taxes.
12. Successful bidder should deposit **10% of performance security money** of the total value of the first Supply order in shape of bank guarantee or FDR from a Nationalized Bank for the entire warranty period of Supplied items plus one month extra. The bank guarantee will be prepared in favor of the '**Pay and Accounts Officer, Office of the Accountant General (A&E)-I, U.P., Allahabad**' after award of contract.
13. Bid Security will be refunded to successful bidder on receipt of performance security.
14. In the event of non-supply of original ink Jet cartridges, Toner and print head etc. within the specified date by the successful bidder, Dy. Accountant General/Admin has full right to terminate the rate contract by giving one month notice and the security deposit will be forfeited.
15. EMD and Security deposit of the successful bidder/vendor shall be forfeited if they deny from their offer after submission of their bids.
16. The items will be purchased in four spells during the year on the basis of quarterly requirements.
17. The firm should supply original items within 15 days from the date of supply order. For any delay beyond 15 days. Dy. Accountant General/Admin has full right to impose a penalty at rate of 1 ½ % per week of the value of supply order subject to a maximum of five weeks.
18. The firm must change the defective/damaged items which may be required to be replaced with same make/brand within 15 days from the date of information if any given to him after receipt of supply.

19. The invoice of supplied items should be prepared in triplicate addressed to the Accountant General (A&E)-I U.P. Allahabad.
20. All dispute and differences arising out of/or in connection of this quotations shall subject to the exclusive jurisdiction of courts at Allahabad.
21. Any delay on the part of postal authorities will be sole responsibility of the firm.
22. Supply of Cartridges & Toners etc. will not be accepted if their manufacturing date is more than three months old.
23. **Envelops should indicate clearly "Tender for Computer Consumable items for the year 2015-16".**

Sd/-
(D.C.Ravi)
Sr. Accounts Officer/ITCG

Format of Bid for Computer consumable items like Ink Jet cartridges,
Toner, Print Head etc. for the year 2015-16

<i>Sl. No.</i>	<i>Name of item</i>	<i>Rate per unit inclusive of all taxes (₹)</i>
1.	HP make DAT Cartridge 320	
2.	HP make DAT Cartridge 72	
3.	Tandberg RDX 320 GB Cartridge	
4.	HP Make DLT Tape VSI 80/160	
5.	HP Inkjet Cartridge No.28A Color	
6.	HP Inkjet Cartridge No. 27A Black	
7.	HP Inkjet Cartridge No.21A Black	
8.	HP Inkjet Cartridge No. 22A color	
9.	HP Inkjet Cartridge No.703 (black)	
10.	HP Inkjet Cartridge No.703 (color)	
11.	HP Toner Cartridge 36A	
12.	HP Toner Cartridge 12A	
13.	HP Toner Cartridge 05A	
14.	HP Toner 16 A for 5200DN	
15.	HP Toner Cartridge 250A (3525n)	
16.	HP Toner Cartridge 251A(3525n)	
17.	HP Toner Cartridge 252A(3525n)	
18.	HP Toner Cartridge 253A(3525n)	
19.	HP Toner Cartridge 78A	
20.	HP Toner Cartridge 88A	
21.	HP Toner Cartridge CE310A(CP1025)	
22.	HP Toner Cartridge CE311A(CP1025)	
23.	HP Toner Cartridge CE312A(CP1025)	
24.	HP Toner Cartridge CE313A(CP1025)	
25.	HP Toner Cartridge CE350A for Color Laser Printer Model MFP M177fw	
26.	HP Toner Cartridge CE351A for Color Laser Printer Model MFP M177fw	
27.	HP Toner Cartridge CE352A for Color Laser Printer Model MFP M177fw	
28.	HP Toner Cartridge CE353A for Color Laser Printer Model MFP M177fw	
29.	Wep DMP Printer Head(LQ-1050)	
30.	Wep DMP Printer Head(HQ -1070)	

31.	Wep make Print Head 5235	
32.	Battery of Laptop	
33.	Pressure roller for Laser Printer 1008	
34.	Pressure roller for Laser Printer 1505	
35.	Image transfer kit of Laser Printer 3525N	
36.	Image transfer kit of Laser Printer 2055dn	
37.	Image transfer kit of Laser Printer 5200	
38.	Pressure roller for Laser Printer 1018	
39.	Pressure roller for Laser Printer 1020	
40.	Image transfer kit of Laser Printer CP1025	
41.	Image transfer kit of Multi-function Laser Printer 1536dnF	
42.	Pressure roller for Laser Printer P1606dn	
43.	Teflon for Laser Printer 1020	
44.	Teflon for Laser Printer 1008	
45.	Teflon for Laser Printer 1018	
46.	Teflon for Laser 1505	
47.	Teflon for Laser Printer P1606dn	
48.	Smart Array Battery for Server	
49.	Fuser Unit of Laser Printer 5200	
50.	Lamp of Projector	
51.	Prodot/Lipi Toner 36A for HP Laser Printer Model 1505	
52.	Prodot/Lipi Toner 12A for HP Laser Printer Model 1020	
53.	Prodot/Lipi Toner 05A for HP Laser Printer Model 2055dn	
54.	Prodot/Lipi Toner 16 A for HP Laser Printer Model 5200DN	
55.	Prodot/Lipi Toner 250A (3525n) for HP Laser Printer Model 3525n	
56.	Prodot/Lipi Toner 251A(3525n) for HP Laser Printer Model 3525n	
57.	Prodot/Lipi Toner 252A(3525n) for HP Laser Printer Model 3525n	
58.	Prodot/Lipi Toner 253A(3525n) for HP Laser Printer Model 3525n	
59.	Prodot/Lipi Toner 78A for HP Laser Printer Model M1536dnf & 1606	

60.	Prodot/Lipi Toner 88A for HP Laser Printer Model 1008	
61.	Prodot/Lipi Toner CE310A for HP Laser Printer Model CP1025	
62.	Prodot/Lipi Toner CE311A for HP Laser Printer Model CP1025	
63.	Prodot/Lipi Toner CE312A for HP Laser Printer Model CP1025	
64.	Prodot/Lipi Toner CE313A for HP Laser Printer Model CP1025	
65.	Prodot/Lipi Toner CE350A for Color Laser Printer Model MFP M177fw	
66.	Prodot/Lipi Toner CE351A for Color Laser Printer Model MFP M177fw	
67.	Prodot/Lipi Toner CE352A for Color Laser Printer Model MFP M177fw	
68.	Prodot/Lipi Toner CE353A for Color Laser Printer Model MFP M177fw	

Signature with Seal of the firm