

**OFFICE OF THE PROJECT DIRECTOR
ASSAM STATE AIDS CONTROL SOCIETY
KHANAPARA: GUWAHATI-22**

No. ASACS/NACP-IV/Proc/TC/2014/691/44

Dated: 11.04.2017

NOTICE INVITING TENDER

Sealed quotation in single bid system affixing non-refundable court fees Stamp worth of Rs. 8.25 (Rupees eight and paise twenty five) only are invited from the reputed manufacturers/ Dealers/ distributors/ suppliers for supply of the following Toner Cartridges and Computer Accessories in Assam State AIDS Control Society, Khanapara, Guwahati-22. The quotation must reach the undersigned on or before **07.06.2017** up to **1:30 P.M.** after which no quotation will be accepted. The quotation will be opened on the same day at **2:00 P.M.** in presence of the bidders or their authorized representatives, if any. No Complaint will be entertained and considered on the plea of postal delay or otherwise and also no correspondence will be made or entertained regarding non-compliance of any terms and conditions and submission of documents along with the quotations as required. The tender is valid for 90 (Ninety) days.

A. List of Cartridges (Package-1):-

Sl. No.	Brand & Model No. of Printers	Model No. of Toner Cartridges
1	Laserjet HP P 1005	35A
2	Laserjet HP P 1566	78A
3	Laserjet HP P 1007	88A
4	Laserjet HP M 1522nf Network Printer	36A
5	Inkjet HP 2645 All-in-One	678 (Colour & B/W)
6	HP Colour Laserjet 2605	Q6000A, Q60001A, Q60002A, Q60003A
7	Laserjet Canon LPB 3300	LPB 308
8	Laserjet Canon LPB 6018B	LPB 925
9	Samsung Laser Jet Printer ML 1640	MLT-D 108S XIP

B. List of Computer Accessories (Package-2):-

Sl. No.	Brand & Model No.
1	Laptop Adaptor:-
1 (a)	HP 65W
1 (b)	HP 90 W
1 (c)	Del 3000 series, model- P-20T
1 (d)	Del 65W, model- N3521-306
2	Laptop Battery :-
2 (a)	HP 6710b
2 (b)	HP ProBook4320S
2 (c)	HP 15-r203TU
2 (d)	Del 3000 series, model- P-20T
2 (e)	Del 65W, model- N3521-306
3	UPS Battery 6VA

1. All quotations duly sealed must be addressed to the Project Director, Assam State AIDS Control Society, Khanapara, Guwahati-22, and super scribed as “**Tender for Supply of Toner Cartridges & Computer Accessories in Assam SACS**” on the top of the sealed cover. Full name and address of the bidder should be mentioned on the cover.

2. The following documents (Photostat copy) should be enclosed along-with the quotation:

- i. VAT/ CST Registration Certificate.
- ii. Up to date, Trade License.
- iii. PAN Card and Bank A/C details.
- iv. Manufacturer's Authorization Letter.

3. **BID PRICE**

- a) Bidder should submit the quotation as per format enclosed herewith.
- b) All duties, taxes and other levies payable by the bidder under the contract shall be included in the total price. The rate quoted per unit shall be the landed cost at destination, inclusive of packing, forwarding, Excise Duty, Sales Tax / VAT, Freight, Insurance etc for 1 year, whichever is applicable, showing the break – up of cost for taxes and duties. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to change/ modification on any account.
- d) The prices shall be quoted in Indian Rupee only.

4. **VALIDITY OF QUOTATION**

Quotation shall remain valid for a period of 90(Ninety) days after the deadline date specified for submission of quotations.

5. **VALIDITY OF RATE**

The rate will be valid for 1 (one) year from the date of finalization of the tender. The validity of rates may further be extended with mutual consent. However, the Tendering Authority reserves the right to reduce/ cancel the validity period.

6. **EVALUATION OF QUOTATIONS**

The bidder to quote the lowest rate (L1) may not be the successful bidder if he fails to fulfill the technical/ specifications criteria. Bidder(s) to fulfill all technical/ specifications criteria shall only be recommended for Price Bid Evaluation. **The tender will be evaluated package wise.**

7. **ANNULMENT OF AWARD, BLACKLISTING OF BIDDER'S & FRESH AWARD**

Failure of the successful bidder to supply the original product with the requirements shall be constituted sufficient grounds for annulment of the award summarily blacklisted. Under such situation, the proposal may be reviewed for award of the contract on the next lowest evaluated technically qualified bidder or go for a fresh bid depending on the circumstance

8. DELAY IN DELIVERY

- a) In case there is delay in delivery beyond the stipulated period, there shall be reduction in price @ 0.5% of the value of delayed goods per week of delay or part thereof subject to a maximum of 10% of the total order value.
- b) Once the maximum price reduction is reached, termination of the contract may be considered.
- c) Non-performance of the contract provisions shall make the successful bidder liable to be disqualified to participate in any tender for the next 5 years with other penal provisions

9. AWARDS OF CONTRACT

The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who will be qualified to be the lowest evaluated bidder.

Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time prior to the award of the contract. The bidder whose bid is accepted will be notified of the award of the contract by the purchaser prior to the expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order

10. PAYMENT TERMS : Paying authority on production of the following documents shall make Payment:-

- a) The original Challan Copy.
- b) Invoice in triplicate.
- c) On receipt of the above documents the paying authority shall make payment to the supplier.

11. Project Director, Assam State AIDS Control Society, reserves the right to accept or reject any or whole of the Tender without assigning any reason there of and does not bind himself to accept the lowest or any other rates. The decision of the Project Director, Assam State AIDS Control Society, will be binding and final in all cases

TeleFax. 0361-2360524

**Project Director
Assam State AIDS Control Society
Khanapara, Guwahati-22**

Format of Price Bid

A. Package-1

Sl. No.	Model No. of Toner Cartridges	Quantity	Rate in INR (Including all taxes)
1	35A	1 no.	
2	78A	1 no.	
3	88A	1 no.	
4	36A	1 no.	
5	678 (Colour & B/W)	1 no.	
6	Q6000A, Q60001A, Q60002A, Q60003A	1 set.	
7	LPB 308	1 no.	
8	LPB 925	1 no.	
9	MLT-D 108S XIP	1 no.	
Total Cost.....			

B. Package-2

Sl. No.	Brand & Model No.	Quantity	Rate in INR (Including all taxes)
1	Laptop Adaptor:-		
1 (a)	HP 65W	1 no.	
1 (b)	HP 90 W	1 no.	
1 (c)	Del 3000 series, model- P-20T	1 no.	
1 (d)	Del 65W, model- N3521-306	1 no.	
2	Laptop Battery :-		
2 (a)	HP 6710b	1 no.	
2 (b)	HP ProBook4320S	1 no.	
2 (c)	HP 15-r203TU	1 no.	
2 (d)	Del 3000 series, model- P-20T	1 no.	
2 (e)	Del 65W, model- N3521-306	1 no.	
3	UPS Battery 6VA	1 no.	
Total Cost			

Project Director
Assam State AIDS Control Society
Khanapara, Guwahati-22