

No.36/3/2010-Adm
Government of India
Ministry of Mines

Room No. 338, A Wing,
Shastri Bhavan, New Delhi
Dated the 7th May, 2010.

TENDER

Subject: Quotation for supply of toner cartridges for use in the Ministry of Mines.

Ministry of Mines proposes to procure various toner cartridges for computer printer for its day-today office use. The firms interested in supplying the toner cartridges as per the details enclosed, may submit their quotations to the undersigned in Room No. 312, D Wing, Shastri Bhawan, New Delhi at the latest by 20th May, 2010 upto 3.00 P.M. The quotations should be accompanied by a Demand Draft of the earnest money of Rs. 30,000/-. Quotations received after stipulated date/time and without earnest money shall not be entertained. The quotations will be opened on the next day at 4.00 P.M. in the Ministry of Mines in Room No. 312, D Wing, Shastri Bhawan, New Delhi in the presence of the tenderers or their representatives who may like to be present. The tenderers are also required to provide some samples of the toner cartridges before finalization of the contract.

2. The tendering firm should provide documents in support of their supplying these items to at least five other Ministries alongwith the quotations. The rates quoted should be valid for one (1) year.

3. The annual agreement will be governed by the following terms and conditions:-

a) The firm should be in a position to supply toner cartridges on short notice as and when required.

b) All expenses will be born by the firm for sending the toner cartridges to this Ministry.

c) The toner cartridges should be delivered in this Ministry within 2 days from receipt of the job order.

d) The firms must have its Registered Office in Delhi within a radius of 5 Kms. from Shastri Bhavan and are required to supply its address and telephone Nos. (Office as well as residence) and also mobile phone numbers so as to contact the firm in emergency , if required. The firm should be able to provide toner cartridges on holidays/Sundays also.

e) The firm should have its annual turnover of more than Rs. 30 lakhs.

- f) PAN & TIN Nos. must be provided.
g) The firm must be providing this service to at least five Government Ministries/Departments.

4. An earnest money of Rs.30,000/- (Rupees thirty thousand only) has to be deposited in the form of bank draft drawn in favour of DDO, Ministry of Mines alongwith the quotations. The earnest money will be refunded to all the tenderers within 30 days from the date of finalization of the contract. Successful tenderers will have to deposit security money of Rs. 50,000/- (Rupees fifty thousand only) in the form of fixed deposit from any of the scheduled Banks pledged in favour of Under Secretary, Ministry of Mines, Shastri Bhawan, New Delhi as security money for the period of contract. Security money will be forfeited if the firm fails to adhere to any of the terms and conditions of the tender enquiry.

5. Tenderers may please quote their unconditional rates strictly as per list of item enclosed. Cutting/overwriting in tenders shall not be accepted under any circumstances and such tenders shall be rejected straightway.

6. The Department reserves the right to accept or reject any tender in full or in part without assigning any reason, thereof. The decision of the Ministry in this regard shall be final and binding.

Yours faithfully,

(Pramod Chand)

Under Secretary to the Govt. of India

Tel No.23384743

Copy to:-

- 1. NIC for placing Ministry's web site.**
- 2. All Ministries/Departments of Government of India. They may bring this to the notice of contractor engaged by them for this for responding to this Ministry, if interested.**

S. No.	Item (Toner name)	Rate
1.	ML-2010	
2.	CLT-409	
3.	HP-Q7553-A	
4.	HP-4092-A	
5.	HP-7115A	
6.	HP 56-A	
7.	SCX- 4720	
8.	HP 5949X	
9.	Canon EP-26	
10.	HP-2612-A	
11.	Q-2624 A	
12.	HP-06F	
13.	SCX 4521 F	
14.	HP 21	
15.	HP 22	
16.	Minolta 1400	
17.	SCX 4216	
18.	HP-27	
19.	HP-28	
20.	Q6000A	
21.	Q6001A	
22.	Q6002A	
23.	Q6003A	
24.	SF-560 R Series-P	
25.	HP-Q7551	
26.	HP 7562	
27.	HP 4950	
28.	HP 851	
29.	Canon LBP 3200	
30.	Canon EP-26	
31.	CLP-P-300-K	
32.	CLP-P-300-C	
33.	C5054A	

34.	Canon 303	
35.	Cannon LBP-2900	
36.	CL-510	
37.	C5058-A	
38.	C5060-A	
39.	C6614 A	
40.	C8771Z	
41.	C8772Z	
42.	C8773Z	
43.	C8774Z	
44.	C8775Z	
45.	C4096A	
46.	C8550A	
47.	C9720A	
48.	Q2670A	
49.	Q2671A	
50.	HP-844	
51.	C4953A	
52.	C6628A	
53.	C9456A	
54.	C9460A	
55.	C273A	

