

DELHI POLLUTION CONTROL COMMITTEE

4th & 5th FLOOR: ISBT BUILDING: KASHMERE GATE: DELHI-6

No.F:DPCC/5(7)/CT/Cartridge/2014/2061-63

Date:- 18/04/16

E-Tender Notice

Sub: Rate Contract for supply of HP Cartridges & Toner in DPCC.

As directed it is informed that quotations are invited through E-Tender Website (<https://govtprocurement.delhi.gov.in>) for supply of HP Cartridges & Toner on annual basis rate contract in DPCC. Descriptions of HP Cartridges & Toner are as under:-

Sl. No.	Description of Items	Expected Qty required per annum
1	HP Laserjet P1505 Toner (CB-436-A)	50
2	HP Laserjet P-1007 / P1106 Toner (CC-388A)	50
3	HP Laserjet 1020+ Toner Q-2612A	50

A. DETAILS OF TENDER

- a) Last date for submitting Quotation :- 13.05.2016 at 01.00 PM
b) Opening of Quotation :- 13.05.2016 at 04.00 PM

B. Eligibility Criteria:-

Following Essential Documents should be submitted with the technical bid failing which the tender shall be rejected.

1. Earnest Money of Rs. 10,000/- (Ten Thousand Only) in the form of DD / FD receipt in favour of "Delhi Pollution Control Committee".
2. Self attested copies of valid registration certificates i.e. (1) TIN Number (issued by Govt. of Delhi) (2) PAN Card & (3) Certificate of agency / authorized dealer / distributor of HP product shall be enclosed with technical bid.

C. Terms & Conditions

1. Sealed Technical Bids comprising of Earnest Money and essential documents listed above under "Eligibility Criteria" should be addressed to The Member Secretary, Delhi Pollution Control Committee, 5th Floor, ISBT Bldg., Kashmere Gate, Delhi-110006 and should reach latest by 01.00 PM on 13.03.2016 and be dropped in quotation box placed at Enquiry Counter of this office at 6th floor, failing which tender shall be rejected. Only sealed Technical bids superscribing "Technical quotation for supply of HP Cartridges & Toner on annual basis rate contract" will be accepted.
2. The technical bids will be opened individually and examined for short listing the vendors. The financial bids of only those vendors who have qualified technically will be opened and compared.
3. All the Cartridges & Toners should be original HP make seal packed and latest manufacture at the time of delivery. The approved agency will ensure that Manufacturing date should not be older than two month at the time of delivery.
4. Approved agency will supply the Cartridges & Toner as per requirement time to time within 5 days after placing the purchase order, failing which contract may be cancelled unilaterally in case items are not delivered within time.
5. Rate contract valid for one year w.e.f. work awarded
6. The supplied items of inferior quality / old toner shall not be accepted and returned / replaced without any extra charge.
7. M.S., DPCC reserves all right to reject or accept any or all quotations without assigning any reason.

This issues with the approval of competent authority.

(Sharad Kumar)
Administrative Officer

Copy to:-

1. SEE (IT):- with request to direct the concerned to upload on DPCC website.
2. Sh. Lalit Kumar, UDC - with request to upload the Tender on E-Procurement Website, Govt. of NCT of Delhi on urgent basis.
3. Notice Board.