



भारत सरकार
विज्ञान और प्रौद्योगिकी मंत्रालय
विज्ञान और प्रौद्योगिकी विभाग
टेक्नोलॉजी भवन, महरौली मार्ग
नई दिल्ली 110 016

GOVERNMENT OF INDIA
MINISTRY OF SCIENCE AND TECHNOLOGY
DEPARTMENT OF SCIENCE AND TECHNOLOGY
TECHNOLOGY BHAVAN, NEW MEHRAULI ROAD
NEW DELHI-110 016

No.10-3/07 Admn. II A



TELEGRAM : SCIENCTECH
दूरभाष/TEL : 26962819, 26567373,
26562134, 26562122 (EPBAX)
फैक्स/FAX : 26569908, 26864570,
26863847, 26862418

Dated 24th Aug, 2009

To,

(As per list)

Sub: Limited Tender enquiry for procurement of Fax toner cartridges

Dear Sirs,

This Department has about 50 Canon/Panasonic make fax machines in operation. In order to meet the annual requirements of toner cartridges, it is intended to procure genuine & original items (as above) on a Rate Contract basis. The Rate Contract/ empanelment will be operated for a period of one year with a provision for extension of the same for another one year.

2. You are, therefore, requested to intimate your willingness to enter into a contract with this Department on the terms & conditions to be specified with mutual consent. In the event the OEM wants to represent through their approved vendors, a list of vendors with a sound financial background having full facilities for testing & ensuring quality of the products(toner cartridges)with a clean track record for supplying to Government Departments may be furnished to this office. There is an annual intake which is expected to be around Rs.3 lakhs (There is no guarantee to get the same amount during the contract period). Only those Canon/ Panasonic partners with a minimum financial turnover of Rs.5 lakhs may furnish the tender. Further, as per Govt. instructions, this Department is bound to consider the offers of small scale industries such as KB, NCCF, registered suppliers of KB& NCCF as well as price preference to small industries as per the Govt. policy.

3. You are requested to submit your best economical and lowest price/ quotations to this Department through the tender box (Admn II A) placed at reception latest by 1500Hrs on 15.9.09. The quotation will be opened on the same day at 1530 Hrs in the presence of the representatives of the interested parties. You are also requested to keep your offer open for acceptance for 60 days from the date of tender opening. The r tender enquiry is limited to the procurement of cartridge (Fax) from past suppliers, K.B, NCCF & registered suppliers of KB &NCCF, as per list enclosed. Offers received from parties other than those whose names appear in the list shall not be considered at all and shall be summarily rejected. No representation shall be entertained by the Department in this regard.

Yours faithfully

(Rajiv Mahendru)
Under Secretary to the Govt. of India

FORMAT FOR QUOTATION

Srl. No	Model/Make	Price quoted per unit	Duties & taxes	Freights etc.	Net Destination cost	Minimum delivery period
1.	Toner FX-9					
2.	Toner FX-3					
3.	Toner W					
4.	Toner BC-20					
5.	Toner U					
6.	Toner KX FA-76 A					
7.	Toner KX FA 136A					
8.	Toner EP 26					
9.	Toner KXFA 85/87					
10	Toner FLB 756					
11	Toner KXFA 92					
12	Total price (Srl.No.1to 11)					

1. Lowest price against this enquiry shall be deemed to be the price on consolidated amount indicated by the firm against Serial No.12 in the quotation table above and not on the basis of individual item wise lowest price. Quoting parties should carefully work out & submit their lowest price accordingly.
2. Quoting firms are requested to clearly state the capacity in which they are quoting Viz. OEM, OEM approved vender, OEM authorized distributor.
3. If not OEM, whether authorized to sell by the OEM in the territory of Delhi/ New Delhi/ NCR.
4. Quoting firm should furnish a certificate from the Manufacture to the effect that the approved vender is equipped with adequate after sale service facilities and stocks of a minimum value of Rs. 10 lac is maintained at any given time.
5. Quoting firm shall furnish a certificate to the effect that the approved vender has satisfactory quality control arrangement with it and the inventory maintained & goods sold by it are in consonance with the business policies & practices adopted by the OEM.
6. Quoting firm should enclose a copy of the PAN NO., Sale Tax/ TIN No., Income tax return filed for the year 2008-09.
7. Quotation received with out signature or Xerox copies (not signed in ink)and /or without the signatures of the authorized signature of the quoting firm shall be rejected. Firm will have to furnish documentary proof of authorization to the person signing on behalf of the company/ firm concerned indicating notarized copy of GPAetc.

(Authorized signature of the firm)

**M/s Set Tel India Pvt.Ltd,
310, K.R.Chamber, East Guw Angad Nagar,
Delhi-92**

**M/s Unitronix,
E-10E, Ganesh Nagar
Pandav Nagar Complex**

**M/s Shailee IT Solution
B-136, Shivalik,
Maviya Nagar,
New Delhi
M/s Comtech,
1, Gagan Vihar Extn.
Delhi-92**

**M/s.Premir Electronics,
14, 3rd Floor, MCD No.1591-1594,
M.J. Building,
Bhagirath Place, Delhi
M/s.Aries Inter Link System Pvt.Ltd,
A-4/119, Shiv Mandir Marg, Mandawali,
Near Mother Dairy, Delhi**

**M/s Kiran Faxtel,
A-617/15, 1st Pushta Part-II, Sonia Vihar,
Delhi-94**

**M/s Yadav office Automation
E-5/1, Jamarpark, Deoli Road,
Kanpur, New Delhi-82**

**M/s. Kendriya Bhandar,
West Block-VIII, Wing-III, Ground Floor,
R.K.Puram , New Delhi**

**M/s NCCF(I) Pvt Ltd,
92, Deepali Building,**