



प्रसार भारती/Prasar Bharati
आकशवाणी महानिदेशालय/Directorate General: All India Radio
आकशवाणी भवन, संसद मार्ग, नयी दिल्ली - 110001
Akashvani Bhavan, Parliament Street, New Delhi-110001
सूचना प्रौद्योगिकी विभाग/I T Division

No.: 7(65)/2011-12/IT

New Delhi, Date: 22/07/2011

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Subject: Tender for the procurement of toner cartridges for different types of Printers.

Sir,

This Directorate invites sealed quotations for the procurement of cartridges as per the details given in the Annexure from OEMs/Authorized Distributors/Dealers. You are requested to submit your quotation to the undersigned for the supply of same, quoting details and other specifications.

Specific terms and conditions:

1. The tenderer shall be either original manufacturer of the item or the authorized distributor /dealer/representative of the items tendered. **Certificate of OEMs/Authorized Distributors/Dealers indicating the validity shall be submitted alongwith the tender.**
2. The tenderer is required to deposit an Earnest Money (EMD) of ₹15000/- (Rupees Fifteen thousand only) in the sealed cover at the time of submission of bid. The EMD shall be in the form of account payee Demand Draft / Pay order in favour of **“DDO(A), P&D Unit, D.G. A.I.R. New Delhi”** payable at New Delhi. No tender will be accepted without Earnest Money Deposit.
3. The tender shall be sent in a closed & stamped cover to the undersigned by **3:00 p.m. on Date 08/08/2011**. The cover shall be super-scribed with the following details:-
 - a) Subject of the tender enquiry
 - b) Reference to the letter of enquiry
 - c) Due date of opening of the quotation
4. VAT and other taxes where leviable and intended to be claimed shall be separately shown along with the price quoted. **The firm should be registered and the Sales Tax registration no. /VAT/PAN details, Authorization letter shall be provided alongwith the quote.**
5. Payment will be made by this office by cheque after receipt and acceptance of the stores in good condition as per specifications. No advance payment shall be made.
6. A minimum warranty of one year from the date of supply of cartridges shall be provided. In case any defect is found in the cartridges during the warranty period, the bidder shall replace the cartridges without any additional cost to the AIR.
7. The tender will be opened in the office of the undersigned at **3.30 p.m. on 08/08/2011**. A representative of the firm submitting tender may be present at this office during opening of the tenders. The representative shall submit an authorization certificate from the firm to be allowed to attend the opening of the quotations.

8. The tenders submitted shall remain open for acceptance for a period of minimum three months from the date of opening them. This Directorate may reject/accept or prefer any tender without having to assign any reasons whatsoever.
9. This Directorate reserves the right to accept any tender in part or split the order between two or more bidders.
10. If the Supplier fails to supply the items within the delivery period prescribed in the purchase order, Directorate shall impose liquidated damage @ 0.5 % for every week or part thereof for default subject to a maximum of 5% of the total order value of the same will be deducted from the bill amount.
11. EMD furnished by all the unsuccessful tenderers shall be refunded normally within one week of acceptance of award of work by the successful tenderer. EMD shall not carry any interest. EMD by the tenderer will be forfeited if the tenderer revokes his tender within the validity period or increases his earlier quoted rates or the tenderer does not commence the work within 15 days after award of the order. EMD shall be forfeited also when on placing purchase order; the vendor fails to execute the order.
12. EMD of the successful tender shall be released after the supply of the stores is accepted by this office in the satisfactory condition.
13. In case the successful tenderer fails to supply the items within a delivery period mentioned in the purchase order or refuses to accept the purchase order or leave the supply incomplete, the company reserves the right to forfeit the E.M.D. applicable and no more tenders shall be issued to the supplier in future.
14. If in any case the quoted item is not available in the market, the bidder will have to supply higher version / replacement of that item in the quoted cost in the same delivery period with prior written approval of Directorate.
15. The month and year of manufacturing/packaging shall be clearly indicated by OEM on the container of the cartridge. The cartridges shall be supplied in the OEM sealed packing.
16. All supplies shall be subject to inspection, measurement and weighment on receipt of stores at this office as specified in the purchase order. The decision of the inspection Officer or any other person nominated by the purchaser, as regards quality or quantity of supplies delivered, and shall be final. The Inspection officer is entitled to reject any or all of the supplies if not conforming to the terms and conditions of the purchase order.
17. The tenders not fulfilling the above requirements will be summarily rejected.
18. The tender document can also be downloaded from our website. (www.allindiaradio.org.in).

(सविता खरबन्दा/Savita Kharbanda)
(सहायक अभियंता/Asst. Engineer)
सूचना प्रौद्योगिकी विभाग/ IT Division
For Director General
Fax No.- 23421017
Ph- 23421581

Enclosure: A/a



प्रसार भारती/Prasar Bharati
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List of Items to be supplied

Sr. No	Item	Make	Quantity (nos.)
1	Cartridge 3906F For HP 6L Gold Laser Printer	HP	50
2	Cartridge TK-17 For Wep 2050 laser Printer	Wipro	50
3	Cartridge 4216D3 For SCX-4216F Samsung Printer	Samsung	30
4	Cartridge 4096 A For HP 2100 Printer	HP	10
5	Cartridge Q2612 A For HP1020 Printer	HP	15
6	Cartridge CB 436A (36A) Black For HP M1522nf Printer	HP	10
7	Cartridge HP Black 801 (8721) For HP C6188 (All in one) Color Printer	HP	2
8	HP Black Cartridge - C4844A For HP design Jet 500 Plotter Color	HP	4
9	Cartridge CE278A For HP 1606dn Color Laser Printer	HP	20
10	Cartridge MLT 1053s For ML 1911 Samsung Printer	Samsung	10
