

No. D-19011/7/2005-GenII (Part-I)
Government of India
Planning Commission
General Branch-II

Yojana Bhawan, Sansad Marg,
New Delhi –110001.
Dated :- 14-11-2006

To

Subject :- **Quotations for the supply of HP Computer Consumables.**

Sir,

Planning Commission invites sealed quotations for the supply of HP computer consumables to the office at Yojana Bhawan and to the office of Eco. Advisory Council to Prime Minister at Vigyan Bhawan Annexe. The sealed quotations accompanied by a Demand Draft/ Banker Cheque of Rs. 20,000/- (Rupees twenty thousand only) as earnest money drawn in favour of Pay & Accounts Officer, Planning Commission, may be addressed to Under Secretary (Gen-II Br.), Planning Commission, Yojana Bhawan, Sansad Marg, New Delhi –11000. The envelope containing quotations should be super scribed with **“QUOTATIONS FOR HP COMPUTER CONSUMABLES”**. The sealed quotation may be dropped in the Tender Box placed at the Reception area, Yojana Bhawan, Sansad Marg, New Delhi latest by 3.00 PM on 23-11-2006. The quotations will be opened on the same day i.e. 23rd Nov, 2006 at 3.30 PM in Room no. 344, Yojana Bhawan in the presence of the tenderers who may wish to be present. The terms and conditions and the prescribed form on which the quotations are to be sent are enclosed.

Yours faithfully,

(N. K. RAGHUNATHAN)
Under Secretary (General –II Br.)

Enclosed : As above.

Annexure

Terms & Conditions

1. The bidder should be authorized Registered Supplies Reseller of Hp brand and should be in a position to deliver the Hp consumables to Planning Commission, Yojana Bhavan, Sansad Marg and also to Economic Advisory Council to PM, Vigyan Bhavan Annexe.
2. The bidder must have had/ have been supplying Hp consumables to at least two Govt. departments. Supportive documents in respect of their satisfactory supplying of Hp consumables must be attached with the bid form.
3. Firm/ bidder must have valid TIN/ Sales Tax Registration No. and have printed on the firm's letterhead.
4. Only original Hp cartridges are to be delivered for which the rates are to be quoted in the bid form. Contract will be outrightly annulled in case any fake/ spurious or recycled cartridges are supplied. In such situation, the earnest money deposited with Planning Commission will stand forfeited and the firm will be blacklisted for any participation of supply of goods/ services in future in Planning Commission.
5. Each page of the bid form must be signed by the firm/ authorized signatory for evaluation/ making comparative statement of rates. Cutting/overwriting must be properly attested.
6. Bids incomplete in any form will not be considered.
7. Bids received after the due date and time will not be considered.
8. Bid security of Rs. 20,000/- (Rupees Twenty Thousand only) in the form of account payee DD/banker's cheque drawn in favour of Pay and Accounts officer, Planning Commission must be submitted with the bid. An application submitted without the bid security of Rs. 20,000/- (Rupees Twenty thousand only) will be rejected outright.
9. A firm who is declared successful is requested to deposit a performance security of Rs. 50,000/- (Rupees fifty thousand only) in the form of Demand Draft or fixed deposit; receipt drawn in favour of Pay & Accounts Officer, Planning Commission.
10. Two days delivery time will be given to the successful bidder for supply of Hp cartridges to Planning Commission or Economic Advisory Council as the case may be. The firm is also required to give the name and address of the contact person; their phone number/cell number so that the same may be contacted even for odd hours requirements.

- 11.No. Bidder will be allowed to negotiate after submission of bids.
- 12.No request for advance payment or escalation of rates will be considered during the currency of the contract. The bills raised by the successful bidder should have all tax registration numbers printed on the bills.
- 13.Submission of lowest rates / bids will not be the sole criterion for selection of the successful bidder.
- 14.Competent Authority, Planning Commission reserves the right to cancel the contract any time during its validity period without assigning any reason thereof.
15. The Competent Authority, Planning Commission reserves the right to renew the contract subject to satisfactory performance of the contract during the validity period by the successful firm.

(N. K. RAGHUNATHAN)
Under Secretary (General –II Br.)

List of HP Computer Consumables

Sl no.	Name of Item	Per Unit Price (Rs.)
	<u>INK JET CARTRIDGE</u>	
1.	HP6614, Ink Jet Cartridge	
2.	HP 6615, Ink Jet Cartridge	
3.	HP 51649, Ink Jet Cartridge	
4.	HP 6625-A, Ink Jet Cartridge	
5.	HP C 1843-A, Ink Jet Cartridge	
6.	HP 51629-A, Ink Jet Cartridge	
7.	HP 6578-D, Ink Jet Cartridge	
8.	HP 51645-A, Ink Jet Cartridge	
9.	HP 6656-A, Ink Jet Cartridge	
10.	HP 6657-A, Ink Jet Cartridge	
11.	HP C51629-A, Ink Jet Cartridge	
12.	HP 1823-D, Ink Jet Cartridge	
13.	HP 8727-A, Ink Jet Cartridge	
14.	HP 8728-A, Ink Jet Cartridge	
15.	HP C4844-A, Ink Jet Cartridge	
16.	HP C4836-A, Ink Jet cartridge	
17.	HP C4837-A, Ink Jet cartridge	
18.	HP C4838A, Ink Jet cartridge	
19.	HP C4810-A, Ink Jet cartridge	
20.	HP C4811-A, Ink Jet cartridge	
21.	HP C4812-A, Ink Jet cartridge	
22.	HP C4813-A, Ink Jet cartridge	
	<u>LASER JET TONER CARTRIDGE</u>	
23.	HP 92295-A, Laser Jet Toner Cartridge	
24.	HP 92298-A, Laser Jet Toner Cartridge	
25.	HP 92274-A, Laser Jet Toner Cartridge	
26.	HP 3903-F, Laser Jet Toner Cartridge	
27.	HP 3906-F, Laser Jet Toner Cartridge	
28.	HP C4127-X, Laser Jet Toner Cartridge	
29.	HP C8061-X, Laser Jet Toner Cartridge	
30.	HP C7115-A, Laser Jet Toner Cartridge	
31.	HP Q2612-A, Laser Jet Toner Cartridge	
32.	HP C9720-A, Laser Jet Toner Cartridge	

33.	HP 9721-A, Laser Jet Toner Cartridge	
34.	HP 9722-A, Laser Jet Toner Cartridge	
35.	HP 9723-A, Laser Jet Toner Cartridge	
36.	HP Q1338-A, Laser Jet Toner Cartridge	
37.	HP Q1339-A, Laser Jet Toner Cartridge	
38.	HP Q9700-A, Laser Jet Toner Cartridge	
39.	HP Q9701-A, Laser Jet Toner Cartridge	
40.	HP Q9702-A, Laser Jet Toner Cartridge	
41.	HP Q9703-A, Laser Jet Toner Cartridge	
42.	HP Q9730-A, Laser Jet Toner Cartridge	
43.	HP Q9731-A, Laser Jet Toner Cartridge	
44.	HP Q9732-A, Laser Jet Toner Cartridge	
45.	HP Q9733-A, Laser Jet Toner Cartridge	
46.	HP Q3960-A, Laser Jet Toner Cartridge	
47.	HP Q3971-A, Laser Jet Toner Cartridge	
48.	HP Q3972-A, Laser Jet Toner Cartridge	
49.	HP Q3973-A, Laser Jet Toner Cartridge	
50.	HP Q3961-A, Laser Jet Toner Cartridge	
51.	HP Q3962-A, Laser Jet Toner Cartridge	
52.	HP Q3963,-A Laser Jet Toner Cartridge	
53.	HP Q6000-A, Laser Jet Toner Cartridge	
54.	HP Q2671-A, Laser Jet Toner Cartridge	
55.	HP Q2672-A, Laser Jet Toner Cartridge	
56.	HP Q2673-A, Laser Jet Toner Cartridge	

<p>Earnest Money :- Rs. 20,000/-</p> <p>Bank Draft NO.</p> <p>Date</p> <p>Name of the Bank & Branch</p> <p>.....</p>	<p>Signature</p> <p>Name of the Firm</p> <p>Address</p> <p>.....</p> <p>Telephone No.</p>
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