

GOVT OF KARNATAKA

**Tender Document**

**Tender No: C5(3)Cartridge/ 16/2017-18**

**Dated: 30-08-2017**

**Tender Document for the supply of  
Laser printer Cartridge to office of the  
Commissioner for Public Instruction, NT Road  
Bengaluru-560 001**

(two cover e Procurement)

**O/o Commissioner for Public Instruction, N.T. Road, Bengaluru – 560 001**

**Telephones: +91-080-22213129. Fax: +91-080-22211086.**

**E-mail: Website: <http://www.schooleducation.kar.nic.in>**

## TENDER NOTIFICATION

1.	Tenders are invited for Supply of Laser printer Cartridge (OEM) , from the Registered Dealers at the quoted exclusive G.S.T for a period of one year form month of sep/2017 to sep /2018 to the office of Commissioner for Public Instruction, N.T.Road, Bangaluru- 560001 as and when required. Technical bid & Financial bid required in e procurement	
<b>Table_1</b>	<b>Items to be procured</b>	
	<b>Sl no</b>	<b>Particulars of Cartridge/Tonner</b>
	<b>Approx Requirement in No's per month (OEM)</b>	
	01	Cannon 319
	02	Cannon 320
	03	HP Laser jet 12A
	04	HP Laser jet 78A
	05	HP Laser jet 88A
	06	HP Laser jet 51A
	07	HP Laser jet 80A
	08	HP Laser jet 81A
	09	HP Laser jet 28A
	10	TK -439 Tonner
	11	PK 4109 Tonner
	12	Kyocera KM 2020 (PK438)
	13	Lexmark 264
	14	Kyocera Cartridge 1144(ecosysm2035dn)
	15	Kyocera Cartridge 7109
	<b>Note:</b> The Commissioner for Public Instruction, reserves the right to order to increase or decrease the quantities as per requirement.	
2.	The details of this tender may be obtained from <a href="https://eproc.karnataka.gov.in">https://eproc.karnataka.gov.in</a> the website <a href="http://www.schooleducation.kar.nic.in">www.schooleducation.kar.nic.in</a>	
3.	Vendors must submit tenders for Supply and installation of Laser printer Cartridge to CPI office NT road Bangalore 560001	
4.	The bidder should satisfy all the terms and conditions laid down hereunder in relation Supply of Laser printer Cartridge, service clause and warranty of the above mentioned items.	
5.	<b>Introduction:</b> The Commissioner for Public Instruction, N.T.Road,	

	Bengaluru-560001 (called “ <b>the department</b> ”)
6.	<b>Language of Bid :</b> The Bid prepared by the Bidder and all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser, shall be written in the English language & Bid can be submitted in English.
7.	<b>Value of tender : Rs 8.00 lakhs [EIGHT LAKH RUPEES ONLY]</b> <b>EMD : 16,000=00 [ Sixteen Thousand only]</b>
8.	<b>Security Deposit 5 %</b>
9.	<b>Scope of Work:</b> The Vendor Should supply and installation of Supply of Laser printer Cartridges to CPI office as price valid will not change until one year from date order placed. <b>Annexure-1</b>
10.	<b>Tender procedure: Eligibility Conditions:</b> The tender will be <b>Financial bid in Annexure-3</b> .The Commissioner for Public Instruction, N.T.Road, Bengaluru-560001 reserves right to cancel tender without pre-notice. Technical qualification criteria <ul style="list-style-type: none"> <li>➤ Financial Turn over Rs 10.00 Lakhs (min) for last one year</li> <li>➤ One year experience in supplying Laser printer cartridges</li> <li>➤ IT return &amp; Balance sheet by CA to be submitted latest year</li> <li>➤ Company registration certificate</li> <li>➤ GST registration certificate</li> </ul>
11.	<b>Procurement Entity:</b> The Commissioner for Public Instruction, N.T.Road, Bengaluru-560001. is the procurement entity and it will be responsible for Service Level Agreement(SLA) monitoring & payment of bills.
12.	<b>Warranty:</b> The warranty requirement for this tender is as per the OEM terms & conditions.
13.	<b>Payment Terms:</b> <ol style="list-style-type: none"> <li>i. The method and conditions of payment to be made to the Supplier under this Contract shall be specified as follows;</li> <li>ii. The Supplier's request(s) for payment shall be made to the</li> </ol>

	<p>Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and the Services performed, and by documents, submitted pursuant to upon fulfillment of other obligations stipulated in the contract.</p> <p>iii. Payments shall be made promptly by the Purchaser after submission of the invoice or claim by the Supplier after successful implementation.</p>
14.	<p><b>Supply and Installation Timelines:</b> <b>Vendors should</b> Supply and install of Laser printer Cartridge to various printers located at <b>office of the Commissioner for Public Instruction, N.T.Road, Bengaluru-560001 within 24 hrs of order given</b>, For a delay of every day in supply and installation , 0.5 % of the accepted price will be deducted and there of upto a maximum of 10% from the accepted contract value will be penalized</p>
15.	<p><b>Earnest Money Deposit (EMD):</b> Each bidder shall pay the earnest money deposit of <b>Rs.16,000/- (Rupees Sixteen thousand only) in form of on line transfer to e procurement</b> The EMD shall be returned to the unsuccessful Bidders within a period of eight (8) weeks from the date of announcement of the Successful Bidder. The EMD submitted by the Successful Bidder shall be released upon the end of contract period.</p> <p><b>Bid Processing Fee:</b> Each bidder shall pay as per e-procurement rules and regulations &amp; bid processing fee-through any of the four e-Payment options, namely:</p> <ol style="list-style-type: none"> <li>i. Credit Card</li> <li>ii. Direct Debit</li> <li>iii. National Electronic Funds Transfer (NEFT)</li> <li>iv. Over the Counter (OTC)-designated ICICI bank branches located across the country</li> </ol> <p>The payments submitted through Cheque or demand draft shall not be accepted. For further details regarding e-Payment, e-Procurement etc., the website- <a href="http://www.eproc.karnataka.gov.in">www.eproc.karnataka.gov.in</a> may be referred.</p>
16.	<p><b>Commercial Bid Format:</b> Vendors shall quote exclusive of GST for supply and installation per item both in figure and words. The break-up of the cost should be filled in appropriate format.</p>
17.	<p><b>Commercial Bid Evaluation:</b> The commercial price proposal submitted by technically qualified vendors will be opened in CPI office. The vendor who has quoted the lowest all-inclusive price would be termed as L1 price vender.</p>
18.	<p><b>Awarding the contract:</b> The vendor who quotes lowest price (<b>L1 price</b>) as described above will be awarded the contract. <b>The successful</b></p>

	<b>bidder shall enter in to an agreement with the purchaser within the intimated date by the department.</b>												
19.	<p><b>Force Majeure:</b> The successful bidder shall not be liable for penalty or termination for default if and to the extent that it's delay in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure. For purposes of this clause, "Force Majeure" means an event beyond the control of the Bidder and not involving the Bidder's fault or negligence and not foreseeable. Such events may include, but are not restricted to, wars or revolutions and epidemics. If a Force Majeure situation arises, the bidder shall promptly notify the Department in writing of such condition and the cause there of. Unless otherwise directed by CPI in writing, the bidder shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means of performance not prevented by the Force Majeure event.</p> <p>This agreement shall be governed by laws in force in India and both Parties agree to submit to the jurisdiction of courts at Bangalore. In the event of any dispute arising out of the PO the same shall be settled by binding arbitration conducted by a sole arbitrator appointed jointly by both parties and governed by the Arbitration and Conciliation Act. 1996. The venue of arbitration shall be Bangalore, Karnataka.</p>												
20.	<p><b>Calendar of events:</b> The following is the schedule of the tender related events.</p> <table border="1"> <tr> <td>• <b>Date of publishing Tender</b></td> <td><b>31.08.2017 11.00 hrs</b></td> </tr> <tr> <td>• <b>Pre-bid Meeting</b></td> <td><b>07.09.2017 11.00 hrs</b></td> </tr> <tr> <td>• <b>Last date for submission of tenders.</b></td> <td><b>18.09.2017 17.00 hrs</b></td> </tr> <tr> <td>• <b>Date and time of opening of</b> • <b>Technical bid</b> • <b>financial bid</b></td> <td><b>20.09.2017. 11.00hrs</b> <b>22.09.2017. 14.00hrs</b></td> </tr> <tr> <td>• <b>Place of opening of bids</b></td> <td><b>Office of the Commissioner for Public Instruction,N.T. Road, Bangalore-560 001.</b></td> </tr> <tr> <td>• <b>Address for communication</b></td> <td><b>Office of the Commissioner for Public Instruction,N.T. Road,</b></td> </tr> </table>	• <b>Date of publishing Tender</b>	<b>31.08.2017 11.00 hrs</b>	• <b>Pre-bid Meeting</b>	<b>07.09.2017 11.00 hrs</b>	• <b>Last date for submission of tenders.</b>	<b>18.09.2017 17.00 hrs</b>	• <b>Date and time of opening of</b> • <b>Technical bid</b> • <b>financial bid</b>	<b>20.09.2017. 11.00hrs</b> <b>22.09.2017. 14.00hrs</b>	• <b>Place of opening of bids</b>	<b>Office of the Commissioner for Public Instruction,N.T. Road, Bangalore-560 001.</b>	• <b>Address for communication</b>	<b>Office of the Commissioner for Public Instruction,N.T. Road,</b>
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<b>21.</b>	<p><b>Clarifications:</b> For further clarifications, Joint Director (Administration), Office of the Commissioner for Public Instruction, N.T. Road, Bangalore-560 001 may be contacted. <b>Telephones: +91-080-22213129</b></p>		

JOINT DIRECTOR [ADMIN]

### Annexure-1

#### TECHNICAL SPECIFICATIONS

##### Desktop Computer System

SI No	Feature	Specifications
01	Laser printer cartridges	Supply and install of Laser Printer Cartridges of <b>(OEM)</b> HP,CANNON,LEXMARK,KYOCERA & TONEAR for one year contract as and when the order is issued.

### Annexure-2

#### Technical Bid evaluation

SI no	Particulars	Documents (enclosed/not submitted)	Remarks
01	Tender EMD 2 %		
02	Turn over min of 10 lakh PA For the year 2016-17		
03	One year experience in supplying laser printer cartridges/toner		
04	IT For the year 2016-17		
05	Company Registration certificate		
06	GST Registration Certificate		
07	OEM letter if available		
	HP		
	CANNON		
	LEXMARK		
	KYOCERA		

### Annexure-3

To  
The Commissioner of Public Instruction,  
Nrupatunga Road, K R Circle  
Bangalore – 560 001

Sir,

Sub: Price proposal for supply of Cartridge to CPIs Office.  
Ref: As per tender C5(3) cartridge/2017-18 Dated: 30-08-2017

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Our Price Proposal is here under exclusive of GST Wich is valid for one year

Sl no	Particulars of Cartridge/Tonner	Price Per Unit (OEM)
01	Cannon 319	
02	Cannon 320	
03	HP Laser jet 12A	
04	HP Laser jet 78A	
05	HP Laser jet 88A	
06	HP Laser jet 51A	
07	HP Laser jet 80A	
08	HP Laser jet 81A	
09	HP Laser jet 28A	
10	TK -439 Tonner	
11	PK 4109 Tonner	
12	Kyocera KM 2020 pk 438	
13	Lexmark 264	
14	Kyocera Cartridge 1144	
15	Kyocera Cartridge 7109	

**NOTE: Bidder should quote in per unit per Annam e procurement portal only financial bid format uploaded in Technical bid the bidder should be rejected, This format is reference for bidder**