

Tamil Nadu Trade Promotion Organisation
Chennai Trade Centre Complex,
Mount Poonamallee Road, Nandambakkam,
Chennai – 600 089

No. 60/TNTPO/Admin/2016

Date: 22/08/2016

**Notice Inviting Sealed Quotation for the appointment / selection
of supplier for the supply of Laser and Ink Printer Toners on rate
contract basis for a period of one year**

Tamilnadu Trade Promotion Organisation (TNTPO) is a Joint Venture of India Trade Promotion Organisation (ITPO) a Govt of India Enterprise and Tamilnadu Industrial Development Corporation Ltd (TIDCO) a Govt of Tamilnadu Enterprise. TNTPO is situated at 6A, 6B & 6C, Chennai Trade Centre Complex, Nandambakkam, Chennai – 600 089.

There are about 15 laser printers operating in the Administration wing of TNTPO comprising HP and canon Printers. In this context TNTPO invites sealed Quotation for the appointment / selection of supplier for the supply of laser printer toners on rate contract basis for a period of one year from the authorised dealers of original manufacturers of the toner.

Qualification Criteria

- 1) The supplier should be a registered legal entity (Document such as Registration of Certificate / Service Tax Registration, etc., should be attached)
- 2) The supplier should be an authorised dealer of Printers and toners of the original manufacturers (Letter of Authorisation from the Original Manufacturers should be attached).
- 3) The Tenderer should have at least 3 years of experience (as on 31st July 2016) in the business of Laser printers and its accessories.

Scope of Work

- 1) The rate is called for minimum quantities. Depending on the usage and consumption the actual quantity may be more.
- 2) The successful Tenderer should supply Toners manufactured by the Original Equipment Manufacturer (OEM) on rate contract basis for a period of one year as ordered by TNTPO.

Terms and Conditions

- 1) Sealed quotation should be dropped only in the Tender Box kept at the CTC office. Quotation will not be received in hand. Quotation without seal will be rejected. Alternatively, the quotation can be sent through registered post so as to reach the on or before 3.00 pm on 07.09.2016.
- 2) The Price bid duly signed should be sent with a covering letter on the letter head of the company / dealer in a (specimen enclosed) sealed cover superscribed as "Quotation for the supply of laser Printer Toner" to the Managing Director, Tamilnadu Trade Promotion Organisation, Chennai Trade Centre, Nandambakkam, Chennai-89 and reach the office on or before 3.00 pm on 07.09.2016. The sealed quotation will be opened by 3.30 pm 07.09.2016 in the presence of available applicants / Tenderer.
- 3) The price should be neatly legibly written both in figures and words.
- 4) The rate contract should be for a period of one year from the date of letter of acceptance. However the same may be extended on yearly basis subject to satisfactory performance report.
- 5) The right of final acceptance of the Tender entirely with TNTPO and TNTPO reserves the right to accept or reject any or all the Tenderer in part or in total or to negotiate with any or all the Tenderers or to withdraw cancel / modify this Tender without assigning any reason whatsoever.
- 6) TNTPO reserves its rights to compare the price of the same product / brand quoted along with any other vendor including online vendors.

Warranty

- i) The supplier should give warranty for the toner against manufacturing defects. If any toner is found defective due to manufacturing defect or design fault or transit damage occurred at the time of supply or within one month from the date of supply the toner should be replaced.
- ii) If the toner is found to be refilled or inferior quality, the supplier should replace the inferior quality toner with a fresh toner. Further the supplier will be blacklisted.

Payment

- i) The payment will be made by TNTPO within 30 days of submission of claim.
- ii) The TNTPO reserves its right to withhold any amount for the deficiency in the service aspect of the supplied products.

Managing Director,
TNTPO

SPECIMEN
FORMAT FOR THE PRICE BID

From

To
The Managing Director,
Tamilnadu Trade Promotion Organisation,
Chennai Trade Centre Complex,
Nandambakkam,
Chennai – 89.

Sir,

Sub: TNTPO – Calling of sealed quotation for the supply of laser printer toners on rate contract basis – Reg.

We submit herewith the price offer for the supply of laser printer toners on rate contract basis for a period of one year as specified in the Price Bid. We agree to abide by the terms and conditions stipulated by the TNTPO and also agree to complete the entire contract at the rates quoted by us.

Authorised Signatory
(Company Seal)

Encl: Annexure

ANNEXURE

Sl. No.	Description	Specifications	Basic price per unit (Rs.)	Excise Duty	Customs Duty	CST	VAT (%)	Rate per unit including all taxes (Rs.)
1	Printer – HP Laser Jet P1007							
1 (a)	Toner Model Number	Cartridge CC 388A (88a)						
	Colour	Black						
	Yield	Average 1,500 standard pages						
2	Printer – Laser jet 1020 plus							
2 (a)	Toner Model Number	Cartridge CC 388A (88a)						
	Colour	Black						
	Yield	Average 1,500 standard pages						
3	Printer – Laser Jet M1213nf MFP							
3 (a)	Toner Model Number	Cartridge CC 388A (88a)						
	Colour	Black						
	Yield	Average 1,500 standard pages						
4	Printer – Laser Jet CP1025 color							
4 (a)	Toner Model Number	HP 126A Black Original LaserJet Toner Cartridge(CE310A)						
	Colour	Black						
	Yield	Average 1,200 standard pages						
4 (b)	Toner Model Number	HP 126A Cyan Original LaserJet Toner Cartridge (CE311A)						
	Colour	Cyan						
	Yield	Average 1,000 standard pages						

Signature of the Tenderer with seal

Sl. No.	Description	Specifications	Basic price per unit (Rs.)	Excise Duty	Customs Duty	CST	VAT (%)	Rate per unit including all taxes (Rs.)
4 (c)	Toner Model Number	HP 126A Yellow Original LaserJet Toner Cartridge (CE312A)						
	Colour	Yellow						
	Yield	Average 1,000 standard pages						
4 (d)	Toner Model Number	HP 126A Magenta Original LaserJet Toner Cartridge (CE313A)						
	Colour	Magenta						
	Yield	Average 1,000 standard pages						
5	Printer – HP Color Laser Jet Pro MFP M476nw							
5 (a)	Toner Model Number	HP 312A Black Original LaserJet Toner Cartridge (CF380A)						
	Colour	Black						
	Yield	Average 2,400 standard pages						
5 (b)	Toner Model Number	HP 312A Cyan Original LaserJet Toner Cartridge (CF381A)						
	Colour	Cyan						
	Yield	Average 2,700 standard pages						
5 (c)	Toner Model Number	HP 312A Magenta Original LaserJet Toner Cartridge (CF383A)						
	Colour	Magenta						
	Yield	Average 2,700 standard pages						

Signature of the Tenderer with seal

Sl. No.	Description	Specifications	Basic price per unit (Rs.)	Excise Duty	Customs Duty	CST	VAT (%)	Rate per unit including all taxes (Rs.)
5 (d)	Toner Model Number	HP 312A Yellow Original LaserJet Toner Cartridge (CF382A)						
	Colour	Yellow						
	Yield	Average 2,700 standard pages						
6	Printer – HP Laser Jet Pro CMI1415fn Color MFP							
6 (a)	Toner Model Number	HP 128A Black Original LaserJet Toner Cartridge (CE320A)						
	Colour	Black						
	Yield	Average 2,000 standard pages						
6 (b)	Toner Model Number	HP 128A Cyan Original LaserJet Toner Cartridge (CE321A)						
	Colour	Cyan						
	Yield	Average 1,300 standard pages						
6 (c)	Toner Model Number	HP 128A Yellow Original LaserJet Toner Cartridge (CE322A)						
	Colour	Yellow						
	Yield	Average 1,300 standard pages						

Signature of the Tenderer with seal

Sl. No.	Description	Specifications	Basic price per unit (Rs.)	Excise Duty	Customs Duty	CST	VAT (%)	Rate per unit including all taxes (Rs.)
6 (d)	Toner Model Number	HP 128A Magenta Original LaserJet Toner Cartridge (CE323A)						
	Colour	Magenta						
	Yield	Average 1,300 standard pages						
7	Printer – Canon F156602							
7 (a)	Toner Model Number	Cartridge CE-FX-9						
	Colour	Black						
	Yield	Average 2,000 standard pages						
8	HP Laser Jet Ink advantage 4645							
8(a)	Toner Model Number	HP 678 Tri-color Original Ink Advantage Cartridge (CZ108AA)						
	Colour	Tri color						
	Yield	Average 150 standard pages						

Signature of the Tenderer with seal