

No. 15015/1/2010-GA
Government of India
Ministry of Heavy Industries & Public Enterprises
Department of Heavy Industry
GA Section

Room No. 15, Udyog Bhavan,
New Delhi.

Dated, the 11th April, 2012.

To

All HP authorized Dealers/vendors

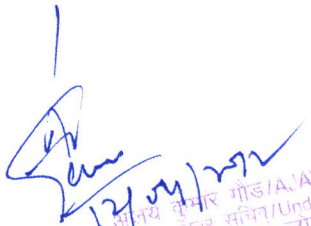
Subject : Annual contract for supply of Toners and Cartridges in Department of Heavy Industry

Sir,

Department of Heavy Industry invites sealed quotations for supply of toners and cartridges for various computer printers as given in the enclosed sheet. The total value of the likely purchase in a year would be around Rs. 12.00 Lakh approx. The quotations in sealed covers should be submitted to the undersigned at Room No. 15, Udyog Bhawan, New Delhi before 3.30 P.M. on **30.04.2012** along with earnest money deposit of Rs. 10,000/- (Rs. Ten Thousand only) in the form of a demand draft/ FDR in favour of DDO, Department of Heavy Industry. The tenders would be opened on the same day at 4.00 pm in the Room No. 15, Udyog Bhavan. The terms and conditions are as under :

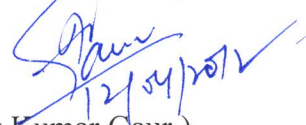
- The contract will be for one year but can be terminated at any time without assigning any reason. Taxes, if any may be quoted separately, failing which no amount towards any tax will be paid;
- Only those firms may send their quotations which are the registered supplier/dealer of HP for supply of toners and cartridges. A certificate to this effect from HP duly attested may be enclosed with the quotations, failing which the quotation will be summarily rejected;**
- The financial status of the firm and the past experience of supply may also be indicated;
- The supplier will be required to contact the General Administration Section of this Department every day to take orders for supply of toners and cartridges;
- All items should be supplied on the basis of only written orders from this Department from time to time. Payment will be made once in a month in respect of items delivered in the previous month;

.....2/-


12/04/2012
अजय कुमार गौर/AJAY KUMAR GAUR
अवर सचिव/Under Secretary,
भारी उद्योग एवं लोक उद्यम मंत्रालय
Ministry of Heavy Industries & Public Enterprises
भारी उद्योग विभाग/Department of Heavy Industry
उद्योग भवन, नई दिल्ली
Udyog Bhawan, New Delhi

- f) The dealer/vendor should pass on the benefits of any promotional scheme launched by HP time to time which will benefit the Department purchasing on that scheme.
- g) The successful bidder will have to deposit Rs. 50,000/- (Rupees Fifty Thousand only) in advance as security deposit in the form of a DD/FDR in favour of DDO, Department of Heavy Industry, to be retained during the currency of the contract;
- h) In case of violation of any of the above terms of the contract or if it is found that the items supplied are not of genuine HP make, the contract will be cancelled and the security deposit would be forfeited;
- i) This Department reserves the right to reject any or all quotations without assigning any reason.

Yours faithfully



(Ajay Kumar Gaur)

Under Secretary to the Govt. of India

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Copy to : NIC, DHI with the request to upload the tender on the official site of the DHI as well as GOI's tender portal.

अजय कुमार गौर
Under Secretary to the Govt. of India
Ministry of Heavy Industries & Public Enterprises
भारत उद्योग विभाग
उद्योग भवन, नई दिल्ली
Indira Bhawan, New Delhi

