

₹100/-

(Vendor's Copy Only)

Money Receipt No. :

S/L No.



OFFICE OF THE MUNICIPAL COUNCILLORS OF KHARDAH
KHARDAH MUNICIPAL OFFICE
B.T.ROAD, KHARDAH, NORTH 24-PARGANAS, KOLKATA – 700 117

No: KdM/322/18Date: 12/03/18**TENDER NOTICE**

According to the prior administrative approvals from our C-I-C Meeting vide dated. 08-03-2018, sealed quotations are hereby invited as per the decision from The Chairman, Khardah Municipality; from Reputed, Reliable and Resourceful Suppliers/ Vendors/ Stockists/ Resellers/ Retailers of I.T. Products upon the following items on annually – specifically as and when required basis (for the FY: 2018 – 2019), strictly according to the technical specifications as well as the terms and conditions given below --

Printer Cartridges / Toners (DeskJet / LaserJet / Dot Matrix)								
Sl. No.	Name of the Item	Brand	Model	Quoted Price (₹)			A4/A3 Page Yields (a/b/c)	Warranty / Offers (In Months / Terms)
				a	b	c		
				New (Original)	New (Recycled)	Refurbishing		
1	Canon iR2320L A3 – Mono Network LaserJet MFP	Canon	NPG – 28					
2	Canon Mono LaserJet 2900B	Canon	Canon-303 / HP-12A					
3	HP Colour DeskJet Printer (HP 7000 Wide Format –A3)	HP	920 Black - Large / Small					
			920 Cyan – L/S					
			920 Magenta – L/S					
			920 Yellow – L/S					
4	HP DeskJet All-in-One Printer - A4 (Model: K-209A Colour)	HP	703 Black					
			703 Tri-Col.					
5	HP Colour DeskJet Printer - A4 (HP 2515 Ink Adv. A-i-O)	HP	678 Black					
			678 Tri-Col.					
6	EPSON – L455 Colour DeskJet A4-Size Multifunction Printer (Barrel Ink Container Model)	EPSON	664 Black - L / S					
			664 Cyan – L / S					
			664 Magenta – L / S					
			664 Yellow – L / S					
7	SAMSUNG ML-2851ND (A4) Mono LaserJet Network Printer	SAMSUNG	ML-D2850A / ML-D2850B					
8	HP LaserJet 1007	HP	88A					
9	HP LaserJet - M 1005 MFP / 1012/ 1018/ 1020/ 1020 Plus	HP	12A					
10	TVS HD 245 GOLD (132Col.)	TVSE	HD 245 GOLD					
11	TVS MSP 345 STAR (136 Col. DMP)	TVSE	MSP 345 STAR					

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Printer Cartridges / Toners (DeskJet / LaserJet / Dot Matrix)

Sl. No.	Name of the Item	Brand	Model	Quoted Price (₹)			A4/A3 Page Yields (a/b/c)	Warranty / Offers (In Months / Terms)
				a	b	c		
				New (Original)	New (Recycled)	Refurbishing		
12	TVS MSP 345 Champion XL (136 Col. DMP)	TVSE	MSP 345 Champion XL					
13	TVS HD 745 / 755 (132 Col.)	TVSE	HD- 7XX / 9XX					
14	EPSON LX-310 (80 Col DMP)	EPSON	LX – 310 Ribbon Cartridge Set					

Computer Peripherals & Accessories

Sl. No.	Name of the Item	Brand	Model	Quoted Price (₹)	Warranty / Offers (In Months / Terms)
15	Anti-Glare Screen	Branded			
16	Laptop Screen Guard	Branded			
17	Laptop Keyboard Guard	Branded			
18	Laptop Cooling Stand	Branded			
19	16 GB Pen Drive (Hard Body only, Thin Paper-Chip Model will Not Allowed)	Transcend/ Kingston/ SanDisk/ MoserBaer/ Sony/ HP (Metal)			
20	32 GB Pen Drive (Hard Body only, Thin Paper-Chip Model will Not Allowed)	Transcend/ Kingston/ SanDisk/ MoserBaer/ Sony/ HP (Metal)			
21	64 GB Pen Drive (Hard Body only, Thin Paper-Chip Model will Not Allowed)	Transcend/ Kingston/ SanDisk/ MoserBaer/ Sony/ HP (Metal)			
22	128 GB Pen Drive (Hard Body only, Thin Paper-Chip Model will Not Allowed)	Transcend/ Kingston/ SanDisk/ MoserBaer/ Sony/ HP (Metal)			
23	600 VA UPS System (With Larger Cord Length)	APC / EMERSON (Preferably) / Other Leading Brand			
24	1100 VA UPS System (With Larger Cord Length)	APC / EMERSON (Preferably) / Other Leading Brand			

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Computer Peripherals & Accessories

Sl. No.	Name of the Item	Brand	Model	Quoted Price (₹)	Warranty / Offers (In Months / Terms)
25	External USB2 HDD – 500 GB	Seagate/ Western Digital/ Buffelo			
26	External USB2 HDD – 01 TB	Seagate/ Western Digital/ Buffelo			
27	External USB2 HDD – 02 TB	Seagate/ Western Digital/ Buffelo			
28	External USB-2/3/4 DVD-R/W Optical Disk Drive	Samsung/ LG/ Asus/ Buffelo/ HP			
29	700MB CD-R (100 pc. Barrel)	Moserbear / Sony			
30	700MB CD-R/W (Single Case)	Moserbear			
31	4.7 GB DVD-R (100pc. Barrel)	Moserbear / Sony			
32	8.5 GB DVD-R (Single Case)	Mosebear / Sony			
33	4.7GB DVD-R/W(Single Case)	Mosebear / Sony			
34	CD/ DVD Lense Cleaning Disk	Branded			
35	CD-Wallet (40 Flaps / Higher)	Standard			
36	CD Holder(Single Plastic Case)	Good Quality			
37	CD Pouch with Envelop Flap	Best Quality			
38	CD Pouch with Foam	Ordinary			
39	Dust Cover Pack (CPU + KBD + Mouse + VDU → 17' CRT and 17'/19'/21' TFT)	Branded			
40	CMOS Battery	Branded			
41	Computer Power Cord(2/5Mtr.)	Branded			
42	Monitor Data Cable (2/5 Mtr.)	Branded			
43	USB PRN Data Cable (2/5Mtr.)	Branded			
44	DMP – Data Cable (2 & 5 Mtr.)	TVSE – 9 Pin			
45	DMP – Data Cable (2 & 5 Mtr.)	TVSE – 24 Pin			
46	Ink-Bank- TVS DMP Cartridge	TVSE			
47	PS/2 Mouse	Logitech			
48	USB Mouse	Logitech / Microsoft / Genius / Intex			
49	USB Wireless Mouse	Logitech / Intex / Genius			
50	Windows PS/2 Keyboard	Logitech/ TVSE			
51	Windows USB Keyboard	Logitech/ TVSE/ Microsoft			

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Computer Peripherals & Accessories

Sl. No.	Name of the Item	Brand	Model	Quoted Price (₹)	Warranty / Offers (In Months / Terms)
52	USB Wireless Keyboard	Logitech / Intex / Genius			
53	Windows USB Keyboard	Logitech/ TVSE/ Microsoft			
54	USB Wireless Keyboard	Logitech / Intex / / Genius			
55	Windows USB Mini Keyboard	Logitech / Microsoft			
56	Windows USB KBD + Mouse (Combo Pack)	Logitech / Microsoft			
57	USB 3.0 Wi-Fi Adapter (Automatic Plug and Play)	TP-LINK (Preferably) / Other Leading Brand			
58	PS/2 to USB Connector	Standard			
59	Single USB to USB Extension	Standard			
60	Multi-ports USB Extension	Standard			
61	Multi-slot Data Card Reader	Branded			
62	2 Mtr. RJ-45 Patch cord	D-Link / Digi-Link / Molex			
63	5 Mtr. RJ-45 Patch cord	D-Link / Digi-Link / Molex			
64	IDE Data Cable	Branded			
65	SATA Data Cable	Branded			
66	IDE Power Cable	Branded			
67	SATA Power Cable	Branded			
68	IDE "Y" Cable	Branded			
69	SATA "Y" Cable	Branded			
70	06 Sockets Spike Guard – Min. 05 Mtr. Chord Length (Pure Copper with Separate Switch)	Branded			
71	Mouse Pad with Hand Rest	Branded			
72	Cleaning Brush (Hard)	Standard			
73	Cleaning Brush (Soft)	Standard			
74	Cleaning Solution – External (Small Container)	Branded			
75	Sulphur Cleaning Oil (Small Container)	Branded			

Note :-

- (i) All the Dot Matrix Printer Cartridge Refurbishing should be made by Tracing Ink upon the Silk Ribbon only.
- (ii) All the Printer Cartridges / Toners should be delivered with the air-tight sealed cover after Refurbishing Work.
- (iii) The term Refurbishing of the Printer Cartridges / Toners means, proper refilling work after replacing the existing Drums, Blades, Chips and other components, except the External Body of the issued Cartridges / Toners.

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TERMS & CONDITIONS:-

1. The intended vendors can collect this Tender Notice from the **Municipal Cash Office, within 13/03/2018 to 19/03/2018** between our official cash hours (MON – SAT : 10:30 AM to 01:30 PM), except the 2nd & 4th Saturday along with our Official Holidays, towards payment of ₹100/- (Rupees Hundred) in cash only.
2. The intended **vendors should furnish the quotations on their company letter head**, containing authorized signatures on all the pages along with the photocopy of the Original Money Receipt, duly sealed and authorized signature by you, after receiving from our Cash Office on account of purchasing this Tender Notice and an Security Money Deposit of ₹2,000/- (Rupees Two Thousands only) in form of Bank Draft thereof and will have to be dropped the same in sealed envelopes, addressed to **The Chairman, Khardah Municipality, 21 B. T. Road, Khardah, Kolkata - 700117** and clearly marked as “Annual Quotation for Supply and Refurbishing of Printer Cartridges / Toners with Computer Peripherals & Accessories for the Financial Year 2018 - 2019” along with our **Tender Ref. No. and Invitation of Tender Date in the Tender Box at the Chamber of The Executive Officer, Khardah Municipality, within 21/03/2018, up to 03:30 PM sharp.** The Sealed Quotation Document(s) will open on: **The 21st March, 2017 at 04:30 P.M.**
3. The vendors will furnish the photocopy of the latest I.T., P.T., G.S.T., Valid PAN, Current Trade License Certificate, Clearance Certificate and other relevant Credentials / Certifications of satisfactory completion of similar types of works during the last two / three years from their clients along with their quotations.
4. The rates quoted by the vendors should be inclusive of all sorts of taxes and other incidental charges and will be **valid for the entire next financial year (i. e. 01-04-2018 to 31-03-2019) from the acceptance date.**
5. The successful vendors have to be served this municipal office, in terms of supply the stationary items or required refurbishing works within the next financial year, as and when required basis. The delivery of the materials / required refurbishing works have to be accomplished within the 07 (seven) calendar days from the date of issue of the corresponding work order excepting any sorts of force majeure like Fire, explosion, cyclone, floods, War, revolution, acts of public enemies, blockage or embargo.
6. In case of the Refurbishing Work of Printer Cartridges / Toners, the selection of the Successful Vendor will strictly be made on prior to the best quality delivery, page yields and support assurance, rather than price.
7. The intended vendors should also submit / abide a **Security Money Deposit of ₹2,000/- (Rupees Two Thousands only) in the form of Bank Draft (valid for minimum six months), payable at Any Nationalized Bank of India, having Branch at Kolkata, in favour of The Chairman, Khardah Municipality, Khardah, 24 Parganas (N), Kolkata – 700117** along with their quotation, which is completely refundable after successful completion of the stated transaction period of the forthcoming financial year (i.e. The FY: 2018 – 2019). The Authority also has the right to forfeit the entire Earnest Money Deposit / Part of Thereof, in case de-gradation of quality of the materials served or failure to accomplish any work order within that stipulated period. In such cases, the Standing L1 Vendor can be black-listed and the corresponding order may be awarded to the L2 vendor by this municipal authority.
8. For inspection or verification of sample checking of the I. T. Related Stationeries & Consumable Items, the Office Super / I. T. Coordinator, Khardah Municipality may be contacted at their office, if required.
9. The vendor should confirm the acceptance of all the 'Terms & Conditions' relating to technical specification, comprehensive on-site warranty, delivery, validity etc. furnished in the quotation notice. Offer by vendor not conforming to the tender's terms and conditions explicitly will be rejected.

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10. The Authority reserves the exclusive right to further negotiate with the successful vendors. While negotiating, the following aspects may be considered: Further reduction in unit price of the quoted items for undertaking the Work / Advancing the Delivery Schedule / Any Additional Services or Offers.
11. The Authority has every right to cancel / reject any or all quotations without assigning any reason thereof. However, in calculating the lowest rate offered by the vendor, parameters including yearly consumption will be considered on unit wise and strictly as per the technical specifications as well as the terms & conditions.

Taresh Paul

(TAPOSH PAUL)

Chairman

Khardah Municipality

Chairman
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