



Competition Commission of India

*Hindustan Times House,
18-20, Kasturba Gandhi Marg,,
New Delhi – 110 001*

F.No.D-15014/1/2009-CCI

Dated : 7th December, 2010.

NOTICE INVITING TENDER FOR REFILLING/REFURBISHING OF TONER/CARTRIDGES

Competition Commission of India invite sealed bids from reputed firms possessing the desired qualification and experience for refilling/refurbishing of toner/cartridges.

The details of toner/cartridges being used in the Office and other terms & conditions are annexed.

Tender Document may be downloaded from the website of the Commission i.e. www.cci.gov.in. The Tender may be submitted in the Office of the Commission **by 1500 Hrs. of 23.12.2010**. The technical bids shall be opened on **23.12.2010 at 1600 Hrs.** in the presence of authorized representatives.

(Virendra Singh)
Under Secretary



Competition Commission of India

Hindustan Times House (3rd Floor)

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New Delhi – 110001

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**NOTICE INVITING TENDER FOR
REFILLING/REFURBISHING OF TONER/CARTRIDGES**

1. LAST DATE & TIME OF RECEIPT OF QUOTATIONS : **23.12.2010**
: **1500 Hrs.**
2. DATE & TIME OF OPENING TECHNICAL BID : **23.12.2010**
: **1600 Hrs.**
3. PLACE OF SUBMITTING QUOTATIONS: Reception of CCI
(above mentioned address)
4. DETAIL OF PRINTERS

S/no.	Make/Model	Quantity	Cartridge no.
1	Printer (3005)HP	10	51-A
2	Printer (1008) HP	13	88-A
3	Printer (2571N) Samsung	33	2010
4	Printer (2015) Hp	9	53-A
5	Printer (2727) HP	1	53-A
6	Printer (6500 HP) (Blue,Black,Pink, Yellow)	10	920
7	Printer (6110 HP)	17	56,57
8	Printer (2410) HP	1	56,57
9	Printer (2210) HP	1	56,57
10	Printer (4521) Samsung	1	4521
11	Printer (3650) HP	8	27,28
12	Printer MFD(4720) Samsung	2	4720
13	Printer(4580)HP Black, Colour	5	901
14	Printer 2605 HP	2	6000A,6001,6002,6003
15	Printer 1020 HP	2	12A
16	Printer 2300 HP	1	10A

5. **Earnest Money** : The prospective bidders are to deposit Earnest Money of Rs.5,000 (Rupees Five Thousand only) by way of Pay Order/Demand Draft in favour of 'Competition Commission of India (Competition Fund) Account'. The amount of Earnest Money will be refunded to the unsuccessful bidders within one month of signing/award of contract with the successful bidder.
6. **Two bids viz., Technical and Financial** should be submitted, in the prescribed format, in a sealed cover. The technical bid will provide the details about the firm, its capacity, manpower, clientage and details of Earnest Money etc. (Annexure – II) whereas the Financial Bid (Annexure – III) will contain the rates for each category/type of printer/toner/cartridges. Both the sealed envelopes i.e. 'Technical Bid' and 'Financial Bid' along with Pay Order/Demand Draft of Earnest Money are to be kept in a big Cover which may be superscribed as "Quotation for AMC of Computers".
7. Tender Evaluation Committee will open the Financial Bids of only those bidders who stands qualified on the basis of details provided in Technical Bid.
8. The bidder should have the following **qualifications**
 - a. Should have been in existence for not less than three years.
 - b. Should be having sufficient experience and expertise in providing the refilled/refurbishing the toner/cartridges.
 - c. Should have experience of working for Govt. Deptt./ PSU etc. for more than 1 years
 - d. Should have PAN/TAN number, Sales tax registration, VAT registration
 - e. Should not have been blacklisted by any Ministry/ Department of the Government of India or any PSU or any other organization.
9. The price quoted should be exclusive of all taxes. VAT and Service Tax etc. would, however, be paid, as per Govt. of India Rules.
10. The tender validity period is 90 days from the date of opening of tender. The rates quoted by the bidders will remain valid for a period of 90 days or till the date of finalization of tender, which is later.
11. The quoted Rates shall remain valid for **one year** from the date of award of Contract. However, the contract can be extended further with the mutual consent of both the parties on the same rates, terms & conditions.
12. The quoted rates shall include the material, repair/refurbishment of parts required for printing.
13. The selected firm shall give a **GUARANTEE** for a minimum period of **three months** for smooth performance of the refilled/refurbishment of toner/cartridges.
14. Refilled toner/cartridges not performing to the desired specification shall be returned to the Firm for replacement.

15. However, in the event of non-performance of refilled toner/cartridges, the charges shall be deducted from the instant or succeeding bills.
16. It shall be the responsibility of the representative of the selected Firm to check the viability of empty toner/cartridges for refilling. No request/information about the viability of the empty cartridges shall be entertained after dispatch/handing over of the empty cartridges/toner.
16. The selected Firm(s) will be required to submit **performance security** of **Rs.10,000/-** (Rupees Ten Thousand only) to be deposited in the form of Banker's Cheque drawn in f/o Competition Commission of India (Competition Fund) Account payable at New Delhi. The performance security of the Firm(s) is liable to be forfeited in case of non-compliance of terms and conditions laid by Commission.
17. Payment will be released to the selected Firm on satisfactory performance of refilled toner/cartridges.
18. The Competition Commission of India reserves the right to terminate the Contract, at any point of time, without assigning any reason.
19. The Commission reserves the right to reject any/ all offer(s) without assigning any reason thereof. Any enquiry after submission of the tender will not be entertained.

PROFORMA FOR TECHNICAL BID

1. Name of the Firm & Owner :
(With Tel./Mob. Nos.)
2. Office Address with :
Tel./Fax/Mob. Nos.
3. Workshop Address with :
Tel./Fax/Mob. Nos.
4. Contact Person(s) Name :
Tel./Fax/Mob. Nos.
5. Annual Turnover : 2007-08
2008-09
2009-10
6. TIN No./ Service Tax No. :
7. Post experience with Govt. :
Departments – Name and
Period of service provider
8. Earnest Money : PO/DD No. dt.
9. Whether Terms & Conditions
issued by CCI are acceptable
to the Firm
10. Other details, if any

Date : (Signature of Owner/Authorized Representative)

ANNEXURE – III

PROFORMA FOR FINANCIAL BID

S/no.	Make/Model of Printer	Cartridge no.	Rate per unit
1	HP 3005	51-A	
2	HP 1008	88-A	
3	Samsung 2571N	2010	
4	HP 2015	53-A	
5	HP 2727	53-A	
6	<u>HP 6500</u>	920	
	Blue		
	Black		
	Pink		
	Yellow		
7	HP 6110 HP	56	
		57	
8	HP 2410	56	
		57	
9	HP 2210	56	
		57	
10	Samsung 4521	4521	
11	HP 3650	27	
		28	
12	Samsung 4720	4720	
13	<u>HP 4580</u>	901	
	Black, Colour		
14	HP 2605	6000A	
		6001	
		6002	
		6003	
15	HP 1020	12A	
16	HP 2300 P	10A	

Date :

(Sign. of Authorized Signatory)

