

No. C/ 21 /2016  
 GOVERNMENT OF PUDUCHERRY  
 POLICE DEPARTMENT  
 PUDUCHERRY

Dated: 04/04/2017

QUOTATION NOTICE

Sub: Police Dept. Puducherry – Supply of Toner Cartridges for  
 Samsung ML 2161 Laser Printers – Calling of Quotations – Reg.


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Sealed Quotations are invited for supply the following Toner Cartridges proposed to be purchased for the use of this Department.

Sl. No.	Description of articles	Quantity Required	Rate per Unit (inclusive of all Taxes)
1.	Toner Cartridge for Samsung ML 2161 Laser Printer (Original only)	150 Nos.	

2. The following terms and conditions have to be observed by the bidders.
3. The subject matter "Supply of Toner Cartridges for Laser Printer" may be superscribed on the cover containing the rates clearly addressed to **THE SUPERINTENDENT OF POLICE, HEADQUARTERS, PUDUCHERRY – 605001.**
4. The quotations will be accepted till 16.00 hours on 25.04.2017. The quotations may be sent by Registered Post /Speed Post/Courier or Quotations Cover may be dropped in the tender box placed in the office of the SP(HQ) on order before 16.00 hours on 25.04.2017. The Police Department, Puducherry is not responsible for the delay in transit, if the quotations are sent by post. The quotations received late i.e. after the date and time prescribed, shall not be accepted. **The quotation will be opened on the same day at 17.00 hours by the Purchase Committee on the same day in the office of the SP(HQ) in the presence of bidders or their authorized representatives.** In case of unforeseen circumstances the date of opening will be a holiday, the day of opening will be next working day.
5. Tender and Conditions:
  - The undersigned reserves the right to accept or reject any quotations without assigning any reason thereof.
  - Quotations received after the due date and time will be rejected.
  - **The firm/agency incorporated/registered in Puducherry only will be allowed to participate in the Tender. The tender/quotation document of the firms agency other than from Puducherry will not be considered.**
  - Quotation received late, incomplete quotation and those not in conformity entertain. The Government will not be responsible for postal delay, non-receipt/non-delivery of tender documents in transit etc.
  - The tender is liable for cancellation, if in the opinion of the undersigned it is felt that the supply of Toner Cartridge has not been carried out properly.
  - The quotations without TIN/CST numbers will be rejected.
  - No advance payment will be made.
  - In case, if any dispute, the decision of the undersigned will be final.

- The offers received through telex/tele-fax/e-mail will not be accepted by the Department under any circumstances.
  - The Department also reserves the right to reject any bids with unbranded/substandard brand/un-certified brands of products even if they are found to be the lowest.
  - If any article is not up to the prescribed quality or specification, it is liable for outright rejection.
6. Rates should be quoted F.O.R. Puducherry and delivery should be given in the premises of this Department's Chief Stores, Gorimedu, Puducherry-6.
7. Rates should be quoted both in words and figures and every correction should be attested by the person signing the quotation.
8. The bidders must enclose Demand Draft / FDR for amount of Rs.9,000/- from any Nationalized Bank towards the Earnest Money Deposit drawn in favour of the Superintendent of Police, Headquarters payable @ Puducherry. The DD towards EMD should be separate. Quotation without EMD (Earnest Money Deposit) will not be considered.
9. No interest shall accrue on the above said EMD as long as they are held by the Government. The EMD in respect of unsuccessful Bidders will be released after finalization of Quotation.
10. The validity of rates should be for 6 months. The rates once quoted and approved will be final until the supplies are received and accepted and no deviation in rates will be allowed thereafter due to market fluctuations or any other reasons.
11. The items have to be supplied within 15 days on receipt of supply order as door delivery and the charges for the purpose to be borne by the supplier.

  
(I.R.C. MOHAN) 44(1)  
SUPERINTENDENT OF POLICE  
HEADQUARTERS  
PUDUCHERRY