



कर्मचारी भविष्य निधि संगठन
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

क्षेत्रीय कार्यालय : बांद्रा - 1, मुंबई, 341, भविष्य निधि भवन, बांद्रा (पूर्व), मुंबई 400 051
फोन : 022 - 26470001,2,3,4,5 Fax: 022 - 26470028



सं. महा/बांद्रा/भ.नि./प्र.एवं ले./ 107

दिनांक: 11/09/2018

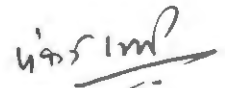
संगत टोनर कार्टरिज की आपूर्ति के प्रावधान सहित लेजरजेट प्रिंटर का वार्षिक रखरखाव अनुबंध हेतु निविदा सूचना.

कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, बांद्रा-1, मुंबई, संगत टोनर कार्टरिज की आपूर्ति के प्रावधान सहित लेजरजेट प्रिंटर का वार्षिक रखरखाव की सेवाओं हेतु ख्यातिप्राप्त, आपूर्तिकर्ताओं से सीलबंद निविदा आमंत्रित करता है।

नियम व शर्तें, पूर्व अहर्ता मानक ईत्यादि निविदा दस्तावेज में उल्लिखित हैं, जिसे क्षेत्रीय भविष्य निधि आयुक्त, मुंबई-1 के पक्ष में रु. 500/- मात्र (गैर वापसी योग्य) के डिमांड ड्राफ्ट, जो मुंबई में भुगतान योग्य हो, द्वारा किसी भी कार्य दिवस के पूर्वाह्न 9:30 बजे से संध्या 5:00 बजे तक कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, बांद्रा-1 से प्राप्त किया जा सकता है अथवा इसे कार्यालय की वेबसाइट www.epfindia.gov.in से भी डाउनलोड किया जा सकता है। अन्य विवरण निम्नानुसार हैं।

1	निविदा दस्तावेज का मूल्य	रु. 500/-
2	निविदा दस्तावेज विक्री की अंतिम तिथि	08/10/2018 संध्या 05:00 बजे तक
3	बोली सुरक्षा जमा	रु. 1,00,000/-
4	निविदा प्रपत्र जमा करने की अंतिम तिथि	09/10/2018 को दोपहर 02:00 बजे तक
5	तकनीकी बोली का खुलना	09/10/2018 को दोपहर 02:30 बजे
6	वित्तीय बोली का खुलना	10/10/2018 को सुबह 11:00 बजे

तकनीकी बोली एवं वित्तीय बोली को दो अलग - अलग सीलबंद लिफाफे में रखकर इसपर बोलियों के नाम लिखकर इन दोनों सीलबंद लिफाफों को एक बड़े सीलबंद लिफाफे में रखकर जिसपर मोटे अक्षरों में "लेजरजेट प्रिंटर का वार्षिक रखरखाव अनुबंध हेतु कोटेशन" लिखा हुआ हो, इसे क्षेत्रीय भविष्य निधि आयुक्त, भविष्य निधि भवन 341, बांद्रा (पूर्व) 400051 को संबोधित करते हुए निविदा जमा करने की अंतिम तिथि तक अथवा इसके पूर्व कार्यालय के तल मंजिल पर स्थित स्वागत कक्ष के पास रखे गए निविदा बॉक्स में जमा कर दें। निर्धारित समय व तिथि के उपरांत प्राप्त होने वाले निविदा / कोटेशन पर किसी भी आधार पर विचार नहीं किया जाएगा। कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय बांद्रा-1, मुंबई के पास किसी भी कोटेशन को बिना कोई कारण बताए स्वीकार / अस्वीकार करने का अधिकार सुरक्षित है।


(पंकज रमण)

क्षेत्रीय भ. नि. आयुक्त (I),
क्षे. का. बांद्रा-1, मुंबई



कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organisation
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
(Ministry of Labour & Employment Govt. of India)



क्षेत्रीय कार्यालय : बंदरा - १, मुंबई, ३४१, भविष्य निधि भवन, बंदरा (पूर्व) मुंबई ४०० ०५१
Regional Office : Bandra-I, Mumbai 341, Bhavishya Nidhi Bhavan, Bandra (East), Mumbai 400 051
Tel: 022 - 26470001,2,3,4,5 Fax: 022 - 26470028

No: MH/PF/BAN/ERS/ 107

Date: 11/09/2018

Tender Notice for AMC of LaserJet Printers with provision for supply of compatible toner cartridge

Employees Provident Fund Organization, Regional Office Bandra-I Mumbai, invites sealed tenders from reputed supplier of services for AMC of LaserJet Printers with provision for supply of Compatible Toner Cartridges.

The terms and conditions, pre-qualification criteria, etc. are incorporated in the tender document and can be purchased from EPFO, RO Bandra-I on any working day between 09:30 am to 05:00 pm on supply of demand draft of Rs. 500.00 only (nonrefundable) in favor of "Regional P.F. Commissioner, Mumbai - I" payable at Mumbai or the same may also be downloaded from EPFO website www.epfindia.gov.in. The details are as follows.

1	Cost of tender document	Rs. 500.00
2	Last date of sale of tender document	08/10/2018 upto 5:00 pm
3	Bid Security Deposit	Rs. 1,00,000/-
4	Last date of submission of tenders	09/10/2018 up to 2.00 pm
5	Opening of Technical Bid	09/10/2018 at 2:30 pm
6	Opening of Financial Bid	10/10/2018 at 11:00 am

Technical bid and Financial bid shall be enclosed in two separate sealed envelopes super scribed there on accordingly and put in one sealed envelopes super scribed with "Quotation for AMC of LaserJet Printers" and addressed to Regional P.F. Commissioner, Bhavishya Nidhi Bhavan, 341, Bandra (E) 400 051, should be deposited on or before scheduled time & date of submission in tender box kept at the ground floor reception counter. The tenders /quotations received beyond the specified date and time will not be considered on any ground. The EPFO Regional Office, Bandra-I, Mumbai reserves the right to accept / reject any quotation(s) without assigning any reason thereof.


(Pankaj Raman)

Regional P.F. Commissioner (II)
R. O. Bandra-I, Mumbai



कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organisation
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)



(Ministry of Labour & Employment, Govt. of India)

क्षेत्रीय कार्यालय : बांद्रा - 1, मुंबई, 341, भविष्य निधि भवन, बांद्रा (पूर्व), मुंबई 400 051

Regional Office : Bandra-I, Mumbai 341, Bhavishya Nidhi Bhavan, Bandra (East), Mumbai 400 051,

Tel: 022 - 26470001,2,3,4,5 Fax: 022 - 26470028

Tender Document for
AMC
of LaserJet Printers with provision for
supply of
Compatible Toner Cartridges

Last Date for submission : 09/10/2018 (2.00 pm)

Date of opening of Tender : 09/10/2018 (2.30 pm)

Tender for AMC of Printers with supply of compatible toner cartridges

The Regional Provident Fund Commissioner, Regional Office, Bandra, Mumbai invites sealed quotations for supply of the following services, under two part bid system, as per the details given below and in Annexures.

Sl.NO	PARTICULARS	UNIT	QTY(Approx)
1.	AMC for Laser Printers	Nos	104

EARNEST MONEY DEPOSIT

The bidder shall enclose an account payee demand draft of Rs. 1,00,000/- (Rs. One Lakh Only) as Bid Security drawn in favour of "Regional P.F. Commissioner, Mumbai – I." as per the GFR 157. Quotation without Bid Security shall be summarily rejected. The parties enjoying exemption for paying EMD should enclosed necessary certificates / documentary evidences for the same in accordance to the recent amendment in GFR. Bid security to remain valid for a period of 45 days beyond the final bid validity period.

Due date and time of submission of bid: 09/10/2018 (2.00 pm)

Due date of opening Techno-Commercial Bid: 09/10/2018 (2.30 pm)

Due date of opening the Price Bid will be intimated to techno commercially qualified bidders only, later.

PERFORMANCE SECURITY

On finalising the tender successful bidder has to furnish Performance Security amounting to Rs. 1,50,000/- by Account Payee Demand Draft in favour of "Regional P.F. commissioner, Mumbai-I" as per the GFR 158. Performance Security should remain valid for a period of 60 days beyond the date of completion of all contractual obligations of suppliers including warranty obligations. Performance security will be forfeited in the event of a breach of contract by the supplier, in terms of the relevant contract.

COMPREHENSIVE AMC FOR PRINTERS

The Regional PF Commissioner, Employees' Provident Fund Organization, Regional Office, Bandra-I, Mumbai – 400 051 invites sealed quotations in two parts viz. Technical bid& Commercial bid, from resourceful Vendors for Annual Maintenance Contract for Laser Printers at our site.

The Annual Maintenance Contract is comprehensive in nature and including of supply and installation of all the necessary spares and consumables, including compatible Cartridges/Toners.

SCOPE OF WORK

1. The work includes maintenance and up keeping of printers, as mentioned in Annexure A – Printer list, at our site.
2. The Contractor shall maintain the printers and do the requisite trouble shooting against failure of the printers, inclusive of all the essential spares and consumables such as associated Sub-panels, units, cards, fuser assembly, fuses, control cards, rollers, knobs, cables, connectors, switches, plastic / metal body parts, top cover and other accessories.**INCLUDING COMPATIBLE CARTRIDGES/ TONERS.**

The “**Compatibles**” must be equivalent to the OEM products in the requisite parameters like formula, weight, size of particles, melting point of the toner etc., to mention a few. In fine, only industry grade toner and best components/parts must be used in the supplied Compatibles.

3. Purchase order for the “**Compatibles**” will be placed to the selected Vendor on need basis. The selected Vendor will install the Compatibles in the Printer concerned and take out the “Supplies status” every time a toner is changed.

4. Any problem like spillage/leak or incompatibility etc. Will be treated as “faulty supply” and the same will be summarily rejected. Any repeat of the same problem will make the Vendor solely responsible and will attract penalty or even termination of Contract forthwith without any further payment or notification.

5. Monthly Preventive maintenance schedule should be prepared for all the printers and should be followed strictly. Preventive maintenance shall include checking, cleaning, reconnecting and verifying the working status of printers.

6. In case of any breakdown, it should be attended immediately & necessary action for the rectification / replacement must be taken at the earliest **within 6 hours** of the breakdown reported.

7. The requisite spares & consumables shall be provided by you free of cost, as and when required. The spares and consumables to be supplied, as a replacement of defective parts, shall essentially be good quality, genuine & compatible with the existing printer in operation.

8. Any replacement of spares is to be done by the Contractor, with prior intimation / permission of IS Division, Employees’ Provident Fund Organization, Regional Office, Bandra-I, Mumbai . The defective parts shall be returned to the Contractor.

9. Printers shall be repaired on site. However, in extreme situations, the printer unit may be taken to service centre for repairs. In such a case, equivalent standby unit shall be provided till repair work is completed.

10. All the maintenance activities shall be written in Log books and corresponding records. Registers should be maintained as directed by the Regional Provident Fund Commissioner, Employees’ Provident Fund Organization, Regional Office, Bandra, Mumbai and should be made available for verification, whenever required.

11. If the Contractor fails to troubleshoot any printer breakdown, due to non-availability of spares, obsolete models, or whatsoever reasons, **replacement printer of equivalent or higher version / model should be arranged, at no extra cost till the completion of contract period.**

GENERAL TERMS AND CONDITIONS

1. GENERAL

a) Sealed Quotation super scribed as “Tender for Annual Maintenance Contract of Printers and at Employees Provident Fund Organization, Regional Office, Bandra” on the top of the envelope should reach The Regional Provident Fund Commissioner, Employees Provident Fund Organization, Regional Office, 341, BhavishyaNidhiBhavan, Bandra [East], Mumbai – 400 051 **on or before 09/10/2018 by 02:00pm.**

b) The Contractor must sign on each page of the tender document submitted. Any Insertion, postscript, addition and alteration shall not be recognised unless confirmed by the Contractor signature. If the Contractor is a partnership firm, authorised partner / partners should sign the tender. The tender should be submitted in two parts:

PART-I: Shall contain **Techno-commercial Bid (Annexure 1)** – Includes details of Technical& Commercial aspects. The Contractor has to put his/her seal and signature on each page of General Terms & Conditions, Scope of work, printer list, etc. as a token of acceptance. Earnest Money and other relevant information like experience, turnover, shall be mentioned with proof thereof. The envelope shall be super scribed on the top “PART-I Technical Bid”. The technical bid shall invariably contain the documentary evidence of ESI registration, PF registration, TIN, PAN no., experience of works executed by the Contractor, documents in support of eligibility criteria, etc.

PART- II: Shall contain **Price Bid (Annexure – II)** –Super scribing on the envelope “PART-II Price bid”.

Both Part-I & Part-II shall be put in one envelope. The Quotation may be submitted in the Tender Box kept at ground floor of the Office Building after endorsing the details in the register kept for the purpose. The Tender shall be opened on the same day at 02.30 Hours in the presence of intending Contractors.

c) The Contractor may inspect the work site, and understand the scope of work before quoting the rates. Any negligence on this part shall not be considered at a later stage.

d) Submission of incomplete documents as per requirement will result in the tender liable for rejection.

2. EXPERIENCE & ELIGIBILITY CRITERIA:

The Contractor shall have minimum experience of **3 years** in carrying out Maintenance contracts for printers . Supporting documents such as work orders, customer satisfaction letters, etc. shall be enclosed.

The Contractor shall be eligible if --

- a) Average annual financial turnover during last three years ending 31st March 2018, should be at least Rs.5,00,000/-.
- b) Having executed similar works during last 3 years any of following,

- i) One completed work costing not less than Rs.1,60,000/-
Or
- ii) Two completed works costing not less than Rs.1,00,000/- each
Or
- iii) Three completed works costing not less than Rs.80,000/- each

Supporting documents such as audited balance sheets for last three financial years, work orders, customer satisfaction letters, etc. shall be enclosed, as a proof.

3. PRICE:

- a) The Contractor has to quote his best competitive price considering all the factors. The price shall be firm for one year and inclusive of WCT & TDS duties, statutory labour, liabilities etc. No escalation on any account shall be admissible except tax, which is admissible at applicable rate on production of documentary proof during the currency of contract.
- b) The rates quoted in the Commercial bid shall be inclusive of all, including PF/ESIC contributions, which shall be made for the workers employed by the Contractor on being successful in the tender. You have to submit a copy of the ESI/PF challan, wage sheets of the persons employed, along with the bills.

Price shall be quoted as per the given format (Annexure-II).

4. PAYMENT TERMS:

Payment shall be made on monthly basis, on satisfactory execution of the contract and submission of bills. The contractor shall raise monthly bill in the 1st week of succeeding month for release of payment after fulfilling the necessary formalities.

5. TENURE:

The contract tenure is one year. The contract, subject to mutual consent, can be extended beyond one year. However, the contract can be terminated at any time at the discretion of the, Regional Provident Fund commissioner, Regional Office, Bandra-I, Mumbai with one month's notice, without assigning any reason.

6. MANPOWER DEPLOYMENT:

- a) The Service Engineer deputed should be suitably qualified and well trained/experienced in printer maintenance.
- b) The Contractor should ensure that all his Service Engineers / Technicians are capable of handling and rectifying normal trouble shooting quickly and efficiently so as to keep the duration of interruption to the barest minimum. The Contractor shall not Sub-Contract the work to any other Contractor or Agency.
- c) The Contractor shall be solely responsible for the safety of his personnel engaged for above Maintenance works in our installation and he has to ensure adherence of all safety practices and safe working procedures, as per standards & IE rules. The persons proposed to be employed should be

fully capable to understand and carry out the duties safely. He shall be wholly liable for the consequences of any safety failure in this regard. The Contractor or his staffs are not eligible for any compensation from Employees Provident Fund Organization in this regard. It shall be the sole liability of the Contractor only.

7. MAINTENANCE OF RECORDS:

The Contractor shall be responsible for maintaining records of work done and for consumable and spares etc, as directed by Employees' Provident Fund Organization. He is also required to maintain records for daily and periodic/preventive maintenance schedules in approved formats.

8. TOOLS AND TACKLES:

The Contractor must possess all the tools and instruments required for carrying out maintenance works of printers and ensure its availability at site.

9. EARNEST MONEY DEPOSIT:

Earnest Money Deposit (EMD) of **Rs.1,00,000/-** (Rupees One Lakh only) shall be submitted along-with your quotation in a separate sealed cover super scribing the name of work in the form of Account payee Demand Draft drawn in favour of 'The Regional Provident Fund Commissioner, Mumbai – 400 051'. Payable at Mumbai. The EMD of successful bidder shall be converted into security deposit and EMD of unsuccessful bidders shall be returned back on finalization of the tender. No interest is payable on EMD. The EMD will be forfeited and party will be black listed if the party refuses to accept the work order on becoming L1, including delay in start of the work.

10. LIQUIDATION OF COMPLAINTS:

If the Contractor fails to carry out the job as per the schedule, a suitable deduction shall be made from the bill. In case any work is left out intentionally or not done within the time frame, the same will be got done through any other Contractor and payment shall be made to him by deducting such amount from the bill. The decision of the Regional Provident Fund Commissioner, Employees' Provident Fund Organization, Regional Office, Bandra, Mumbai in such matters shall be final and binding on the Contractor.

Scheme of delay penalty (same is not applicable, if replacement printer is provided within six hours of breakdown reporting)

Up to 6 hrs. of breakdown reporting	Nil
For every additional 6 hrs. up to 2 days	Rs.100/- per printer
After two days, daily penalty	Rs.500/- per printer

11. FLEXIBILITY:

The total number of printers may vary at later stage. Some printers which are under warranty or new printers purchased in due course may be added to AMC after expiry of warranty period. Similarly, some printers (old & outdated) may be removed from AMC list at management discretion at any stage. Hence, the Contractor shall quote AMC price for each Make/Model/Type printer as per unit basis,

to facilitate these additions/deletions at later stage. Also, the Scope of work mentioned in the tender document is indicative & minor modification /
Changes may be done as decided by the Employees' Provident Fund Organization, Regional Office, Bandra, Mumbai.

12. RESPONSIBILITY AGAINST DAMAGE CAUSED:

The Contractor shall be responsible for any damage caused to the existing system; or part thereof, due to (1) Lack of knowledge (2) Wrong Operation (3) Mishandling (4) Intentional act by its employee and the Contractor has to pay entire amount/charges for repair / replacement.

13. STATUTORY REQUIREMENTS:

a) The compliances of statutory obligation, as applicable as per Contract Labour (R&A) Act and/ EPF Act / or any other relevant Act/(s) will deem to be part of this contract. The Contractor shall be directly responsible to the authorities there under for compliance of the provisions and shall indemnify the employer (i.e. Employees' Provident Fund Organization) from any claim whatsoever on account of these Statutory provisions.

b) The Contractor shall have to fulfill all the statutory requirements as per the provisions of law i.e. General law prevailing in Maharashtra State and shall, by periodical substitution / rotation of manpower, indemnify Company from any claims in future or due to any breach of the statutory requirements. The Company, as a principal employer, shall enforce the provisions of these Acts.

c) Any untoward incident arising out of improper supervision or inadequate safety measures will be the sole responsibility of the Contractor. The Contractor shall conform to all the Labour Laws and shall remain solely responsible for the obligation under the relevant statutory provisions.

d) Statutory deduction of taxes shall be made at source as per rule.

14. BASIS OF EVALUATION:

The Regional Provident Fund Commissioner, Employees' Provident Fund Organization, Regional office, Bandra-I, Mumbai shall evaluate the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order.

The evaluation shall be based normally, on L1 basis. However, Employees' Provident Fund Organization does not pledge itself to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of tender or portion of the quantity tendered or cancel the Tender without assigning any reason whatsoever.

Arithmetical errors shall be rectified on the following basis. If there is discrepancy between the unit price and total prices, the unit price shall prevail and the total price shall be corrected by the Employees' Provident Fund Organization, Regional office, Bandra, Mumbai. If there is discrepancy between words and figures, the amount in words shall prevail. If the supplier does not accept the correction of the errors, his bid shall be rejected.

15. SPECIAL CONDITIONS:

SECURITY- The Contractor has to ensure the character and antecedent of the persons deployed. The Contractor must be in a position to produce such documents whenever he is asked to do so. Details shall be furnished as per format when called for. The Contractor has to issue printed photo identity cards to its workers duly authenticated by the designated Security Officer of the Company.

Employees' Provident Fund Organization, Regional office, Bandra, Mumbai reserves the right to get the antecedents of the employees of the Contractor verified through Police. Any employee of the Contractor, if found as unsuitable or having doubtful integrity or associated with any other job, shall be removed from the premises at the risk and cost of the Contractor. The Contractor shall vouch for the integrity of its workers.

16. OTHER CONDITIONS AND INSTRUCTIONS:

Employees' Provident Fund Organization, Regional office, Bandra, Mumbai is not bound to accept the lowest or any tender or to assign any reason for non- acceptance. Employees' Provident Fund Organization, Regional office, Bandra, Mumbai reserves the right to accept the tender in whole or in part and may split up the contract, if required, among more than one Contractor.

17. ARBITRATION:

All other disputes / differences except as to any matters , the decision of which is specially provided for by these conditions or any other special conditions of the Work Order whatsoever arising between the parties out of or relating to the Contract meaning and operation or effect of the contract or the breach thereof shall be settled by Arbitration in accordance with the rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties.

18. JURISDICTION:

The Court of Maharashtra State at Mumbai shall have the jurisdiction to deal with and decide any legal matter of dispute whatsoever arising out of this work order.

Terms & Conditions accepted. Read and understood the scope of work as mentioned above.

Signature:

Date :

Firm :

Address & seal:

ANNEXURE I – TECHNO-COMMERCIAL BID (PART- I)

From

To

The Regional Provident Fund Commissioner,
Employees' Provident Fund Organization,
Regional Office,
341, Bandra [East], Mumbai – 400 051.

Dear Sir,

Sub: Techno-Commercial Bid for AMC of Printers.

Ref: Your Tender No dated on

In response to your Tender cited above, we are pleased to submit our technical bid for your kind consideration.

Firm's Bio-Data

- Our Company's profile.
 - Name & complete address with **contact nos.** of the firm :
 - Status of the firm : Proprietor / Partnership / Regd. Company / Co-op. Society
 - GST/VAT/TIN/ Central Sales Tax / Excise Regn. No.:
.....
.....(**enclose certificate copy**)
 - Income Tax P.A.N. No.:(**enclose certificate copy**)
 - Bankers and their Address:
 - We have enclosed DD No.....datedtowards EMD for an amount of 1,00,000/- favouring, "The Regional Provident Fund Commissioner, Bandra, Mumbai – 400 051 " Payable at Mumbai.
- We have submitted the list of our valuable customers and copies of some major work orders executed of similar type
- We have separately given our Price bid offer exactly as per your specified format in a separate sealed cover without any conditions /counter conditions. We also note that Price bid with conditions are liable for rejection.
- We confirm that there would not be any price escalation during the contract period.
- We confirm that we have not been blacklisted or debarred by Employees' Provident Fund

Organization or any other Govt department.

- We confirm that the undersigned is authorised to sign the tender document and it will be legally binding on our Organisation.
- **We confirm that we will abide by all the tender terms & conditions and we do not have any counter conditions**

As required, we enclose herewith the complete set of copy of Tender documents (including Terms & Conditions) duly signed with seal affixed as a token of our acceptance.

Thanking you,

Yours faithfully,

Seal

()

Name

Signature with date. Phone No.

Note: Techno-commercial bid without EMD & Copy of complete set of tender documents duly signed with seal affixed is liable to be rejected.

ANNEXURE – II – PRICE BID (PART II)

From

Date:

To

The Regional Provident Fund Commissioner,
Employees' Provident Fund Organization,
Regional Office,
341, BhavishyaNidhiBhavan, Bandra [East]
Mumbai – 400 051.

Dear Sir,

Sub: Quotation for Annual Maintenance Contract of Printers at
EPFO, Regional Office, Bandra, Mumbai.

Ref: Your Tender No. dated

We have received your tender enquiry cited and are pleased to enclose the following as our Price bid for your kind consideration.

Sl.NO	Printer Model (As per Annexure A)	Unit Price of Compatible	TAX	Total Cost of one unit of Compatible including maintenance	Yield per cartridge (No. of copies approximate)
1.					
2					
3					
4					
5					
6					
....					

2. We confirm that we will abide by all the tender conditions and we do not have any counter conditions.

3. We also confirm that the above quoted price will remain firm and binding without any escalation whatsoever, during the currency of the contract period, except for the service tax.

Thanking you,

Yours faithfully,

Name

Signature with date.

SEAL

Annexure A – Details of Item wise Breakup of Printers

Sr.No	Model/Make	Number of Printers
1	konica minolta 1500w	50
2	HP Laser Jet pro M706N	15
3	HP LASERJETP1606dn	12
4	HP LaserJet P1007	8
5	Brother MFC-9140CDN	5
6	Canon 3500 LBP	4
7	HP Laserjet M1136 MFP	2
8	HP laserjet 1020	1
9	HP LaserJet 5200	1
10	HP LASERJET P1505	1
11	HP Laserjet Pro M203 dn	1
12	Brother DCP- L2541DW	1
13	cannon lbp 7200cdn	1
14	Samsung SCX3401F	1
15	samsung 4521 es	1