

OFFICE OF THE DIRECTOR
ACHARYA HARIHAR POST GRADUATE INSTITUTE OF CANCER, CUTTACK

Tender Notice No. 3629 /AHPGIC, Cuttack dated the 10.09.2024

S-06 / 2024-25

Sealed tenders are invited in two-bid system by the Director, Acharya Harihar Post Graduate Institute of Cancer, Cuttack-753007 for Rate Contract for refilling / replacement of drum / magnet / blade of toner / cartridge of printers & supply of new spare parts for a period of 1 year. The bid document and all details can be downloaded from the website of AHPGIC, www.ahpgic.in.

The tender schedule dates are as mentioned below:

| Sl. No. | Particulars | Date & Time |
|---------|--|---|
| 1 | Last date & time of tender submission (by speed post/registered post) | 14.10.2024 by 5:00 PM |
| 2 | Last date & time of receipt of pre-bid queries through email : ahrccdirector@gmail.com / ntstore.ahrcc.2019@gmail.com | 24.09.2024 at 4:00 PM |
| 3 | Date and time of pre-bid meeting | 25.09.2024 at 1:00 PM |
| 4 | Date & time of opening of technical bid (in presence of bidders/their authorized agents) | 15.10.2024 at 1.00 PM |
| 5 | Date of opening of price bid | To be informed to the qualified bidders |

The authority reserves the right to accept/reject any/all bids without assigning any reasons thereof.

NB:

- 1. If any of the dates above fall on a holiday, then the next working day shall be the last date of submission of bids, date of pre-bid meeting, or date of opening of bids.**
- 2. If any changes/modifications are made in the tender paper, then the corrigendum issued if any shall only be uploaded in the website of AHPGIC and no advertisement in newspapers shall be published in this regard.**

Director
AHPGIC, Cuttack

18/09/24

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OFFICE OF THE DIRECTOR
ACHARYA HARIHAR POST GRADUATE INSTITUTE OF CANCER, CUTTACK

No. 3629 /AHPGIC, Cuttack dated the 10.09.2024
S-06/2024-25

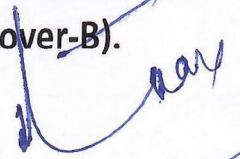
TENDER CALL NOTICE

Sealed tenders in two-bid system are invited from interested service provider for **Refilling / Replacement of drum / magnet / blade of toner / cartridge of printers and supply of new spare parts** for a period of one year on rate contract basis only from the date of approval. The tenders should reach in the office of the undersigned by 14.10.2024 at 5 PM through Registered Post/Speed Post only, which will be opened on 15.10.2024 at 1:00 PM in the office chamber of the Director, AHPGIC, Cuttack. The date of pre-bid meeting is fixed on 25.09.2024 at 1.00 PM.

TERMS & CONDITIONS

1. The tenderers shall submit the tenders with **Technical Bid** and **Price Bid** in two separate sealed envelopes super scribed as Technical Bid (Cover-A) and Price Bid (Cover-B) in respective envelopes. Both Cover-A and Cover-B sealed envelopes should be kept in a big envelope super scribed as **Tender for Refilling /replacement of drum / magnet / blade of toner / cartridge of printers & supply of new spare parts** and sent by Regd. Post/Speed Post only addressed to The Director, Acharya Harihar Post Graduate Institute of Cancer, Mangalabag, Cuttack-753007.
2. Sealed tenders must be accompanied by an EMD worth **Rs. 20,000/-** (refundable) only in the shape of DD drawn in favour of **The Director, Acharya Harihar Regional Cancer Centre, Cuttack**, which should be kept in Cover-A.
3. There should be no overwriting / correction /omission in the tender documents. No column should be left blank . The tender documents should have a reference number with date and each page of the tender document should be numbered .
4. The tenderer shall enclose with duly signed Xerox copy of GST registration, Bank details , Xerox copy of PAN Card in the name of the agency and up to date GST clearance certificate , in Cover –A with duly filled up Annexure – I format .
5. The tender shall be valid for a period of 180 days from the date of opening of the tender. The detail specification of job work as well as new spare part details given in **Annexure-II** should be quoted by the prospective bidders strictly as per the list of Items specified .If taxes, duties or any other repairing charges over and above the rate is quoted , then charges should be clearly indicated in the financial bid (**Cover-B**).

(Format in Annexure – III)


Director
AHPGIC, Cuttack
10/9/24



6. The Toner / Cartridge shall be in compliance with the specifications mentioned in **Annexure - II** of the tender and shall be of the best quality and of high standard.

7. The successful bidder should supply the materials within 48 hours.

8. Only original / genuine spare parts should be used for replacement of damaged or defective parts.

9. While submitting the tender , if any of the prescribed conditions are not fulfilled or are incomplete in any form , the tender is liable to be rejected. If any tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.

10. Tenderer shall take into account all costs including Refilling charge, cost of cartridge / toner , replacement of defective parts, new spare parts etc.

11. No advance payment will be made . The bill shall be submitted on monthly basis duly certified by the end user.

12. The tenderers or their authorized representative may remain present at the time of opening of the tenders. However, their absence shall not be a constraint in opening of tenders.

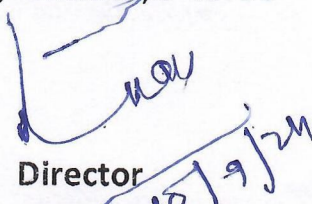
13. Tenders received beyond scheduled date and time and via any other mode other than as specified above shall not be entertained and will be rejected outright. Original documents shall be produced for verification if asked for.

14. The tenderers qualified after opening of the technical bid (Cover-A) shall be called for opening of price bids (Cover-B) , the date and time of which shall be intimated to the qualified bidders.

15. EMDs of the bidders shall remain with the undersigned till finalization of the tender process and shall be returned to the bidders without interest after award of tender as soon as possible.


16. If any information/documents furnished by the tenderers with the tender paper are found to be misleading or incorrect at any stage, their tenders will be rejected and the said tenderers shall be barred from taking part in any further tender process in subsequent years.

17. DD towards cost of tender paper amounting to **Rs. 2000.00** (non-refundable) in favour of **The Director, Acharya Harihar Regional Cancer Centre, Cuttack**, is to be enclosed in the technical bid (Cover-A).


Director
AHPGIC, Cuttack



18. The validity of Rate Contract will remain in force for a period of one year from the date of approval and on satisfactory performance by the party , it may be extended for another one year at the sole discretion of the authority.


Director 10/9/24
AHPGIC, Cuttack

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General Information of the Bidders

| | | |
|---|--|--|
| 1 | Name of the Firm / Company | |
| 2 | Registered Address: Address for communication: | |
| 3 | Contact Information: Office Phone number – Mobile No. - Email:- | |
| 4 | Status of the Firm | <input type="checkbox"/> Company <input type="checkbox"/> Partnership <input type="checkbox"/> Proprietary Firm <input type="checkbox"/> Individual |
| 5 | Registration Details : Company /Firm Registration Number & Date / GST registration no. | |

(Signature of the Authorised person
With seal)

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SPECIFICATION OF THE WORK**RATE CONTRACT FOR "REFILLING CARTRIDGE OF PRINTERS"**

| SL. NO | MAKE / PRINTER NO. | |
|--------|---|--------------------------------------|
| 01 | 1.HP | LASERJET REFILLING FOR BLACK PRINTER |
| | 2.CANON | |
| | 3.OTHER MODELS LASERJET (To QUOTE THE PRICE WITH MODEL) | |
| | 4. COLOR TONER CARTRIDGE REFILLING | |
| | 5.COLOR PRINTER INK REFILLING (To QUOTE THE PRICE WITH MODEL) BLACK , CYAN ,MAGNETIC , PC YELLOW | |

RATE CONTRACT FOR REPLACEMENT OF DRUM / MAGNET / BLADE OF TONER /

| SL. NO | DESCRIPTION OF ACCESSORIES. |
|---|---|
| CARTRIDGE FOR COMPUTER LASER PRINTER | |
| 1 | 1. MODEL :12 A HP |
| | 2. MODEL: 30 A HP |
| | 3. MODEL :88 A HP |
| | 4. MODEL :110 A HP |
| | 5. MODEL :18 A HP |
| | 6. MODEL : 410 A HP |
| | 7. MODEL : 137A HP |
| | 8. MODEL : CANON |
| | 9. MODEL : OTHERS (To QUOTE THE PRICE WITH MODEL) |
| COMPATIBLE CARTRIDGE | |
| 2 | 1. MODEL :12 A |
| | 2. MODEL: 30 A |
| | 3. MODEL :88 A |
| | 4. MODEL :110 A |
| | 5. MODEL :18 A |
| | 6. MODEL : 410 A |
| | 7. MODEL : 137A |
| | 8. MODEL : 77A |
| | 9. MODEL : 152A |

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|------------------------------|---|-------------------|
| | 10. MODEL : 28A | |
| | 11. MODEL : CANON | |
| | 12. MODEL : OTHERS (To QUOTE THE PRICE WITH MODEL) | |
| SPARE DRUM | | |
| 3 | 1. HP | |
| | 2. CANON | |
| | 3. OTHERS (To QUOTE THE PRICE WITH MODEL) | |
| PCR | | |
| 4 | 1. HP | |
| | 2. CANON | |
| | 3. OTHERS (To QUOTE THE PRICE WITH MODEL) | |
| MAGNATE | | |
| 5 | 1. HP | |
| | 2. CANON | |
| | 3. OTHERS (To QUOTE THE PRICE WITH MODEL) | |
| DOCTOR BLADE | | |
| 6 | 1. HP | |
| | 2. CANON | |
| | 3. OTHERS (To QUOTE THE PRICE WITH MODEL) | |
| COLOR TONER CARTRIDGE | | |
| 7 | 1. COLOR TONER CARTRIDGE | |
| CARTRIDGE CHIP | | |
| 8 | 1. HP | |
| | 2. CANON | |
| | 3. OTHERS (To QUOTE THE PRICE WITH MODEL) | |
| SPARE PARTS | | |
| 9 | 1. MOUSE | CORDLESS / CORDED |
| | 2. KEYBOARD | |

RATE CONTRACT FOR SUPPLY OF NEW SPARE PARTS & ACCESSORIES

| SL. NO | DESCRIPTION OF SPARE PARTS. |
|--------|---|
| 1. | WAX THERMAL RIBBON 100mm* 300 MTRS |
| 2. | BAR CODE LABEL STICKER 50 MM |
| 3. | UPS BATTERY |
| | 1. EXIDE |
| | 2. COMPATIBLE |
| 4. | ANTIVIRUS |
| | 1. TOTAL SECURITY 1 PC/1YR |
| | 2. TOTAL SECURITY 1 PC/3YR |
| | 3. TOTAL SECURITY 2 PC/1YR |
| | 4. TOTAL SECURITY 2 PC/3YR |
| | 5. TOTAL SECURITY 3 PC/1YR |
| | 6. TOTAL SECURITY 3 PC/3YR |

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| | |
|----|-----------------------------|
| | 7. TOTAL SECURITY 5 PC/1YR |
| | 8. TOTAL SECURITY 10 PC/1YR |
| 5. | EXTERNAL HARD DISK |
| | 1. 4TB |
| | 2. 2TB |
| 6. | PEN DRIVE |
| | 1. 128 GB |
| | 2. 64 GB |
| 7. | NEW MONITOR |
| 8. | SSD |
| | 1. 512 GB |
| | 2. 256 GB |

SERVICING

| | |
|----|-------------------------------------|
| 6. | WINDOWS FORMATTING / REINSTALLATION |
| 7. | UPS |

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FORMAT FOR COVER – B

Name of the Firm _____

| Sl. No. | Description | Brand | Rates quoted by the Firm | TAX | Service Charge if any |
|---------|-------------|-------|--------------------------|-----|-----------------------|
| 01 | | | | | |
| 02 | | | | | |
| 03 | | | | | |

Additional information , if any
(Attach separate sheet , if required)

Place:
Date:

(Signature of the Authorised person)

Amulya

Annexure -IV

I certify that I have not committed any offence –

1. Under the Prevention of Corruption Act , 1988 ; or
2. The Indian Penal Code or any other law for the time being in force , for causing any loss of life or property of causing a threat to public health as part of execution of a public procurement contract.
3. I have not been debarred by any Central / State Government Organization / Bodies for the last 3 years.

(Signature of the Authorised person
With seal

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