



BIHAR ANIMAL SCIENCES UNIVERSITY

Bihar Veterinary College Campus, Patna-800 014

www.basu.org.in

No.: 195./CPC/BASU/Patna

Dated: 23/07/2021

EXPRESSION OF INTEREST

Quotations for refilling and repair / maintenance of various Toner Cartridges of Printers

Sealed quotations are invited from the service providers/firms etc. for refilling and repair/ maintenance of various Toner Cartridges of Printers, as per list given in "Annexure-I" with the following details: -

1. Last Date of submitting quotation is 12th August, 2021 (Thursday) upto 2.00 P.M.
2. Quotations will be opened on 13th August, 2021 (Friday), at 03:00 P.M.
3. Security amount: Rs. 4,000/- lump sum (Refundable) without interest.
4. Security amount must be enclosed with the quotations in the form of Demand Draft issued from any Nationalized Bank in favour of "FINANCE COMPTROLLER, Bihar Animal Sciences University, Patna". Quotations without security amount shall be summarily rejected.
5. Security amount of successful participants shall be kept for one year i.e. upto the period of rate contract and it will be refunded after successful completion of contract. However, security amount of unsuccessful participants shall be refunded immediately after the issue of contact order.

Important Note: The sealed quotation envelop should be superscribed at the top of envelope as "Quotations for refilling and repair/ maintenance of various Toner Cartridges of Printers". The quotations should be sent to:

Director-Procurement,
Administrative Building,
Bihar Animal Sciences University, Patna-800014, Bihar.

Signature
23/7/2021



BIHAR ANIMAL SCIENCES UNIVERSITY
Bihar Veterinary College Campus, Patna-800 014

(To be Filled by the Vendor)

1.	Name of the quoted item(s)	
2.	Name of the Vendor/Firm	
3.	Full Address of the Vendor/Firm	
4.	Telephone/ Mobile No.	
5.	e-mail ID	
6.	Details of the Demand Draft	D.D. No.:..... Date:...../...../..... Drawn from the bank:
7.	List of document (GST, PAN, Aadhar card, Registration Certificate)	
8.	Any others	

Signature of vendor with stamp/seal

Handwritten signature
23/7/2021

General Terms and Conditions

1. Quotations are invited for entering into Rate Contract for refilling and repair/ maintenance of various Toner Cartridges of Printers as per list attached to be submitted on or before **12th August, 2021 (Thursday) upto 2.00 P.M.** on given address; **Director-Procurement, Administrative Building, Bihar Animal Sciences University, Patna-800014, Bihar.**
2. **Detail documents of expression of interest is available on the office website www.basu.org.in for downloading.**
3. The respective vendors responded to the tender may present themselves or authorize a representative at the time of opening the sealed quotations.
4. Date of opening of quotations will be communicated later on.
5. The rates quoted should be F.O.R at different colleges, departments, sections of Bihar Animal Sciences University, Patna, Bihar inclusive of all charges and taxes if any.
6. Validity of quotation/quoted rates should have remained valid up to six months from the date of receipt of the quotations.
7. The undersigned is not bound to accept the lowest quotes and may reject any/ all tender or part thereof, without assigning any reason.
8. The details of Refilling charges and other maintenance charges should be quoted on prescribed format Annexure-I and must be sent in a properly sealed envelope.
9. All the required refilling of Cartridge is to be made with the best/superior class toner ink and also any repair of the cartridges is to be done with original/superior class spares.
10. The minimum output quantity in terms of number of pages after each refilling of cartridges has to be mentioned in quotation.
11. No advance payment shall be made to contractors.
12. The valid signed copy of documentary proof like GST, PAN, Aadhar card, Registration Certificate should be submitted along with the quotation.
13. The taxes must be quoted clearly and separately. If the taxes are not quoted separately, it will be presumed that the rates quoted are inclusive of taxes.
14. Normally the payment shall be made to agency within 30 days from the date of successful completion of assigned work and after submission of proper Invoice duly signed by supplier and concerned official of the University.
15. Last date for submission of quotations will be consider the next working day if due to any reason declared as closed/ holiday for whatsoever reason.
16. **The quotation is invited for service contract of one year from the date of issue of order, however the same can be extended further also, as per performance of service provider and sole decision of University.**

Signature
23/7/2021

Annexure-I

Quotations for refilling and repair / maintenance of various Toner Cartridges of Printers

Price Schedule (rates to be filled by bidder)

S. No.	Particular	Rate of refilling and repair / maintenance (including all taxes)							Compliance (Yes / No)
		Refilling	OPC Drum	PCR Rod	Wiper Blade	Dr. Blade	Magnatic Rod	Quality of Ink	
1	HP Cartridge CE255A (55A)								
2	HP Toner Cartridge (53A)								
3	HP Toner Cartridge (78A)								
4	HP Cartridge 7551 A (51A)								
5	HP Cartridge CE280A (80A)								
6	HP Laser Jet 1007/ (88A)								
7	HP Cartridge 2612A (12A)								
8	HP Cartridge 7115A (15A)								
9	HP Ink Jet 802 (black)								
10	HP Ink Jet 802 (color)								
11	Samsung Laser Jet 2571 N/2010 D3								
12	HP Ink Jet/8727 A (27 Black)								
13	HP Ink Jet/8728 A (28 Color)								
14	HP Ink Jet/9351 A (21 Black)								
15	HP Ink Jet/9352 A (22 Color)								
16	HP Ink Jet / 818 (colour)								
17	Other HP/ Canon/ Epson Toner Cartridges, please specify no. of such cartridge								

Signature of vendor with stamp/seal

Gulandaf
23/7/2021