

Visva-Bharati, Santiniketan
Central Purchase & Stores Section

Registrar's Office, P.O. Santiniketan-731235 Dist- Birbhum West Bengal
Memo.No. CS/09/2010-2011/ARC/1

29.04.2010

Annual Rate Contract: Notice inviting Tender/Quotation for supply of Computer consumables & accessories

Sealed quotations are invited from bonafide, resourceful, experienced suppliers having IT/VAT, Professional Tax clearance certificates for making supply on the basis of an Annual Rate Contract of the following items. PAN should also be quoted. The quotation documents, if not completed in all respects, will not be considered. The suppliers should quote rates in figures as well as in words. The quotation documents should be submitted within **31.05.2010 to the under signed.**

Conditions:

- 1) Rates should be quoted inclusive of all taxes and charges of delivery to destination, Quotations may be cancelled if rates are quoted excluding VAT and other charges, if any.
- 2) Delivery of materials must be made within such days from of issuing supply order as may be decided by Visva-Bharati.
- 3) In case the bidder is manufacturer/ authorized dealer of the materials/ equipment for the particular zone and period, documentary proof should be attached.
- 4) Attested Copies of ST/ VAT, IT,PT clearance certificates, Trade License, PAN Card etc. should be attached.
- 5) No escalation in rates will be allowed during the contract period of one year from the date of awarding of work. A certificate to this effect should be given.
- 6) The submission of the quotation / tender will not bind this University under any obligation to place the order and expenses incurred by you in this regard will not be payable by this University. The University reserves the right to reject any or all quotations
- 7) The contract will be valid for one year from the date of awarding the contract and the firm shall bound to supply the items on fixed rate within the valid period of one year.
- 8) The supplier will be responsible for delivery of the goods in good condition in the office of this University at their own risk and cost.
- 9) The rates quoted for the items should be equal to or less than the wholesale rates fixed by the authorized dealer of the respective items.
- 10) In case a supplier is not able to supply the goods for which supply order has been placed within the stipulated period of time or supply the goods of spurious / inferior quality, the contract will be cancelled, money deposited would be forfeited and the supplier may be debarred by the University from participation in any purchase Process in future
- 11) Payment will be made only after the satisfactory delivery and working of supplied items in the University.
- 12) Tender application without complete documents/ information may not be considered
- 13) The defective items if found will be replaced by the supplier

The University reserves the right:

- 1) Of accepting or rejecting any or all quotations without assigning any reason.
- 2) Of distributing the order for supply among several suppliers if it considers necessary.
- 3) Not to allow one supplier to supply more than one item concurrently. Other detailed information, if necessary may be available from the Purchase & Stores section, Central Office, V.B.

Items required:-

- 1) Lexmark cartridge 17G0050 black -- per piece
- 2) Lexmark cartridge 17G0060 colour – per piece
- 3) Lexmark (3200) 12A 1980 colour – per piece
- 4) Floppy Disk – per piece
- 5) 1.44MB HP Cartridge 656c – per piece
- 6) HP cartridge 51649 colour – per piece
- 7) B/3 Fax cartridge – per piece
- 8) HP 1015 (15A) Toner cartridge – per piece
- 9) HP 27 black cartridge -- per piece (3350, 3420, 3535, 3550, & 3744)
- 10) Fax Roll (thermal) – per Roll, (length in metres should be specified)
- 11) HP 12A Laser Toner – per piece (1010, 1018, 1020)
- 12) Xerox Laser Toner 3130 & 3030 – per piece
- 13) Xerox Phaser Toner 3030 – per piece (3130, 3120, 3115, 3121,)
- 14) HP 28A colour cartridge – per piece (3535, 3420, 3744,)
- 15) HP 21 black cartridge – per piece (2460,2360,)
- 16) HP 22 black cartridge – per piece (2460, 2360)
- 17) HP 21+22 combo colour cartridge – per piece (2460, 2360)
- 18) DVD (combo) drive – per piece
- 19) C.D.R. (700) MB – per piece
- 20) C.D.R.W. black/colour – per pece
- 21) Pouch packet for C.D. – per piece
- 22) Laserjet colour printer cartridge 2820—per piece
- 23) Phaser 3130 Computer cartridge – per piece
- 24) Lexmark 70 Black cartridge – per piece
- 25) Toner Ricoh 1230 D Black – per piece
- 26) Toner Ricoh 1305 Black per piece
- 27) 2 GB. Pendrive Transcend– per piece
- 28) 4 GB. Pendrive Transcend – per piece
- 29) 8 GB pendrive Transcend – per piece
- 30) HP Laserjet 1005/1006 printer cartridge (35A) – per piece
- 31) HP Laserjet 1007 & 1008 printer cartridge – per piece
- 32) ML 1610 ink cartridge – per piece
- 33) HP Laserjet1020 printer cartridge (12A) – per piece
- 34) HP Laserjet 1320 & 1160 printer cartridge (49A) – per piece
- 35) Canon IR 2200 Xerox cartridge (NPG) 18 – per piece
- 36) Canon IR 1600 Xerox cartridge (NPG 20) – per piece
- 37) Canon IR 2022 N Xerox Cartridge (NPG28) – per piece

Memo. No.CS/09/2009-2010/ARC/1/1 (1)

Dated 29.04.2010

Copy to:

In-Charge, V.B. Computer Center, with a request to upload this notice in the University-Website.

Memo No.CS/09/2009-2010/ARC/1/2 (7)

Dated 29.04.2010

Copy forwarded for information with a request for displaying on the notice board for publicity to:-

- 1) The District Magistrate, Birbhum, P.O.Suri
- 2) The Sub-Divisional Officer, Bolpur, P.O. Bolpur, Dist- Birbhum
- 3) The Block Development Officer, Bolpur Sriniketan Block, P.O. Sriniketan731235 Birbhum
- 4) The Station Master, Bolpur Railway Station
- 5) The Branch Manager, State Bank of India, Santiniketan Branch, P.O. Santiniketan 731235 Dist- Birbhum
- 6)The Post-Master, Santiniketan Post Office
- 7) Registrar's Office Notice Board

Memo. No. CS/09/2009-2010/ARC/1/3 (2)

Dated 29.04.2010

Copy to:

- 1)The Secretary, Visva-Bharati Samavaya Samiti Ltd., Santiniketan.
- 2) The Secretary, Kendriya Bhandar, B-1, Shyamali Housing Estate EA-Block, Sector-1, Saltlake city, Kolkata-700064

Registrar
Visva-Bharati