



OFFICE OF THE COMMISSIONER OF CUSTOMS, ICD (EXPORT)  
INLAND CONTAINER DEPOT, TUGHLKABAD, NEW DELHI-110020

Received  
today at  
4.30 pm

By  
A/c (EDI)  
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21/10/16

VIII/ICD/06/Export/Admn./Cartridges/12/2014/37998

Dated:- 19.10.2016

Tender Notice

1. Sealed quotations are invited from reputed experienced and financially sound Firms/Agencies/Companies for Supplying of Toner/Ink Cartridges of Printers in Office of the Commissioner of Customs, ICD, TKD, Export Commissionerate, New Delhi on the terms and conditions given in **Annexure 'A'** for a period of One year from the date of award of contract or until the finalization of next tender.
2. Sealed quotations, duly complete in all respects, may be submitted by the firms, fulfilling the terms and conditions as mentioned in **Annexure-A**. The letter should be addressed to the Assistant Commissioner (Administration), ICD, TKD, Export Commissionerate, New Delhi and should reach at the earliest, but not later than **15.00 Hrs. on 26.10.2016**. The tender shall not be accepted beyond the stipulated date and time under any circumstances whatsoever.
3. The quotations will be opened on **01.11.2016 at 15.30 hrs.** in the presence of the Purchase Committee and in the presence of the bidders or their authorized representations, if any who wish to participate in the Quotations Opening Process in **Room No 15**, ICD, TKD, Export Commissionerate, New Delhi.
4. The Head of the Department reserves the right to cancel the quotations at any time without assigning any reasons thereafter. Any inquiry after submission of the quotation will not be entertained.
5. The rates are to be quoted in the format given at Annexure 'B'.

Encl: Annexure A & B.

Assistant Commissioner (P&V)

Copy to:-

1. Notice Board
2. Supdt. (Hqrs.)
3. Supdt. (EDI), for uploading on website.

Assistant Commissioner (P&V)  
ICD, TKD, Export, Tughlakabad

Terms & Conditions

1. The period of the contract shall be effective from the date it would be awarded and formalities complete and shall normally remain in force for a period of one year or until the finalization of next tender, whichever is earlier. The contractor can be extended solely at the discretion of the Office of the Customs, ICD,TKD, Export Commissionerate, New Delhi.
2. The quotation without these documents will be rejected out rightly.
  - (a) Proof of Registration with the Delhi Sales Tax/Delhi Value Added Tax (DVAT) Act, 2004.
  - (b) The firm should submit the Copy of PAN Number.
  - (c) Proof of Quality in the form of appreciation letter may be enclosed from 2 Government Department.
3. The Successful Contractor will be required to do the work at approved rates during the year and such extended period as may be mutually agreed upon if considered necessary.
4. Mere quoting lowest rates will not amount to commitment for a award of Contract . However, the contract will be awarded on merit basis and overall examination of Quotation bids of the firm, Overwriting/Corrections or incomplete (blank) quoting of rate would result in rejection of quotation and shall be not considered under any circumstances.
5. At any stage if the firm is found not adhering to the terms & conditions governing the contract, the same would be terminated without any notice.
6. No advance payment will be made. The approved contractor should submit the bill in triplicate. Government tax, namely, Sale Tax/Vat will be payable wherever applicable and the bill to be submitted by the firm should bear valid tax registration number/PAN number.
7. The Sealed envelope containing the quotation should be Super-Scribed "Tender/Quotation for Supply of Tonner Cartridges".
8. In case of any dispute, the decision of the head of the Department shall be final.
9. Office of the Commissioner of Customs, ICD, TKD, Export, New Delhi, reserves the right to accept or reject any or all quotation (s) without any reasons(s) thereof.

Annexure-B

SL. No	Description of Cartridges	Rates (Rs.)
01.	HP 12 A	
02	HP 88A	
03	HP78 A	
04	HP 350 A	
05	HP 351 A	
06	HP 352 A	
07	HP 353 A	
08	HP 530 A	
09	HP 531 A	
10	HP 532 A	
11	HP 533 A	
12	Samsung SCX 4521 F	
13	Samsung ML 2161	
14	CE 250 A	
15	CE 251 A	
16	CE 252 A	
17	CE 253 A	