



# CENTRE OF BIOMEDICAL RESEARCH

(Formerly Centre of Biomedical Magnetic Resonance)

An Autonomous Centre of Govt. of U.P.

Sanjay Gandhi Postgraduate Institute of Medical Sciences Campus, Raebareli Road, Lucknow – 226014, U.P. (INDIA)  
Tel : 91-522-2495034(O), Fax : 91-522- 2668215, email: cbmrliko@gmail.com

## TENDER NOTICE

Sealed offers are invited in one-bid system from the vendors having their registered/branch office in Lucknow for the purchase of "Toner Cartridges & Stationery" as per tender conditions as stipulated in the tender documents. Tender documents duly filled in will be received by speed post/regd. post/courier only in the office of Centre of Biomedical Research (CBMR), Lucknow. For detailed information, you may please visit our website <http://www.cbmr.res.in>. The tender documents can be downloaded from above website to submit the sealed offers. Bids will be opened in the presence of authorized representative of the bidders on scheduled date and time. Director reserves the right to accept or reject any tender in part or full without assigning any reason thereof. The institute will not be responsible for any postal delay.

**Director**

## **Tender No.: CBMR/PUR/670/2020-21**

<b>Sl. No.</b>	<b>Tender No.</b>	<b>Name Of Equipment</b>	<b>Qty.</b>	<b>Tender Fee (₹)</b>	<b>EMD (₹)</b>	<b>Last Date of Submission of Tender up to 3.00 p.m.</b>	<b>Date of Opening of Tech. Bid at 03:00 p.m.</b>
1.	CBMR/PUR/670/2020-21	Toner Cartridges & Stationery	As Per Tender	1,180.00	5,000.00	12.11.2020	19.11.2020

**Tender No. CBMR/ PUR/ 670/ 2020-21**

**Tender Document for Toner Cartridges & Stationery**

Competitive sealed offers are invited in one-bid system for the purchase of Toner Cartridges & Stationery from the vendors having their registered / branch office in Lucknow. The item-wise details are enclosed as annexure-I & II along with terms & conditions. Item-wise rates inclusive of GST should be quoted separately in the offer. The quoted rates should be valid for three (03) years. The validity of rates can be extended with mutual consent of CBMR authorities and the firm.

**Annexure-I (Cartridges)**

Sl.No.	Cartridge No.	Annual Consumption (Approx.)	Unit Rate (₹) *
1	HP Q2612A Black	30 nos.	
2	HP CF218A Black	10 nos.	
3	HP CF228A Black	04 nos.	
4	HP CF230A Black	12 nos.	
5	HP CB436A Black	02 nos.	
6	HP CE255A Black	06 nos.	
7	HP CF280A Black	12 nos.	
8	HP CC388A Black	25 nos.	
9	HP CE310A Black	02 nos.	
10	HP CE311A Cyan	02 nos.	
11	HP CE312A Yellow	02 nos.	
12	HP CE313A Magenta	02 nos.	
13	HP CE320A Black	01 no.	
14	HP CE321A Cyan	01 no.	
15	HP CE322A Yellow	01 no.	
16	HP CE323A Magenta	01 no.	
17	HP CF400A Black	01 no.	
18	HP CF401A Cyan	01 no.	
19	HP CF402A Yellow	01 no.	

20	HP CF403A Magenta	01 no.	
21	HP CB540A Black	01 no.	
22	HP CB541A Cyan	01 no.	
23	HP CB542A Yellow	01 no.	
24	HP CB543A Magenta	01 no.	
25	HP GT51 Black Ink	03 bottles	
26	HP GT52 Cyan Ink	03 bottles	
27	HP GT52 Magenta Ink	03 bottles	
28	HP GT52 Yellow Ink	03 bottles	
29	HP 802 Small Black Ink	01 no.	
30	HP 802 Small Tri-color Ink	01 no.	
31	Canon Cartridge 925	04 nos.	
32	Canon Cartridge 303	10 nos.	
33	Canon Cartridge 328	02 nos.	
34	Samsung MLT-111S	06 nos.	
* <u>Note: Quoted Rates must be inclusive of GST</u>			

### **Annexure-II (Stationary)**

<b>S.No.</b>	<b>Name of the Item</b>	<b>Annual Consumption (Approx.)</b>	<b>Unit Rate (₹) *</b>
1	A4 JK Paper Red Packing	200 Reams	
2	A4 Century Paper Blue Packing	50 Reams	
3	Pen Drive 8 GB	05 Nos.	
4	Pen Drive 16 GB	05 Nos.	
5	Pen Drive 32 GB	05 Nos.	
6	CD R 50 pc pack	01 pack	
* <u>Note: Quoted Rates must be inclusive of GST</u>			

## **General terms & conditions should be compiled with while submitting the tender**

1. Tenders should be submitted by speed post/regd. post/courier only to the office of Centre of Biomedical Research (CBMR), SGPGIMS Campus, Raebareli Road, Lucknow 226014, under the sealed cover failing which the tender shall be disqualified.
2. L-1 will be decided on the basis of lowest quoting bid on whole.
3. The tender terms and conditions be clearly typed or legibly written giving the full name and address of the tenderers. The tenderers should quote in figures as well as in words the rates and amount tendered by him/them. Alteration, if any unless legibly attested by the tenderers, with their full signature, shall invalidate the tender. The tender should be signed by the tenderers himself/themselves or his/their authorized agent on his/their behalf. In case the tender is signed by the agent the authority letter in his favour shall be enclosed with tender documents.
4. Sealed Tenders should be submitted in one-bid system consisting earnest money (as specified in tender).
5. The tenderers should take care that the rates and amounts are written in such a way that interpolation is not possible. No blank space should be left, which would otherwise make the tender liable for rejection.
6. GST Registration Certificate with TIN Number & Income Tax Registration Certificate with PAN Number and GST/ Income Tax Clearance Certificate and all other information must be furnished with the offer.
7. Delivery schedule with definite date of delivery at destination taking into cognizance of transit facilities must be indicated. This contractual delivery date/period should be inclusive of all the lead-time.
8. The tenderers should clearly state whether he/they are manufacturer, accredited agents, or sole representative.
9. The tenderer submitting his tender would be deemed to have considered and accepted all the terms and conditions. No Enquiries, verbal or written shall be entertained in respect of acceptance or rejection of the tender.
10. The quantity shown in the schedule may be increase or decrease or any extent depending upon the actual requirement. The quoted rates should be valid for three (03) years. The validity of rates can be extended with mutual consent of CBMR and the firm.
11. The tenderer shall specify after sales services facilities within the Guarantee/Warrantee period.
12. The Centre reserves the right to cancel/reject in full or any part of the tender which generally do not fulfill the conditions stipulated in the tender without assigning any reason.
13. Any action on the part of the tenderer to influence anybody of the Centre will make his tender liable to rejection.
14. The tenderers shall submit the offer with in original copy of the tender documents duly signed on each page. Item-wise rates indicating units can be offered on letter head of the firm.

15. In the case of placement of Purchase Order, the vendor (the tenderers whose tender is accepted) shall have to confirm the purchase order within 7 days from the date of the dispatch of purchase order otherwise it will be deemed that offer is acceptable to the firm. Notwithstanding any other provision, the terms & conditions and any other items given in the Purchase order will be treated as binding with "Errors & omission Expected" basis. However, if the supplier notices any mistake in the contentions of the order, he must bring the same to the notice of the Centre and seek clarifications. Supplier will have to bear the responsibility for failure to take this action.
16. The Centre may in writing make any revision or change in the purchase order, including additions or deletions from the quantities originally ordered in the specifications or drawings. If any such revisions/changes affect the price or delivery, the same shall be subject to the adjustment of price/delivery, where requires on a reasonable basis by mutual agreement in writing which should be communicated.
17. The Centre reserves the right to cancel the purchase order or any part thereof and shall be entitled to revise the contract wholly or in part by a written notice to the vendor, if:-The vendor fails to comply with the terms of the purchase order including specifications and other technical requirement. The vendor becomes bankrupt or goes into liquidation. The vendor fails to deliver the goods in time and or does not replace the rejected goods promptly. A receiver is appointed for any of the property owned by the vendor.
18. Upon receipt of the said cancellation notice, the vender shall discontinue all works of the purchase order and matters connected with it.
19. Tender Fee for ₹ 1,180.00 (non refundable), be paid in shape of D.D. drawn in favour of Director, CBMR, Lucknow.
20. Earnest Money for ₹ 5,000.00 (refundable), be paid in shape of FDR/TDR drawn in favour of Director, CBMR, Lucknow and payable at Lucknow (U.P.).
21. Unless otherwise specified in the order, the order price shall remain firm and will not be subject to escalation of any description during the pendency of the order, notwithstanding the change in the cost of materials, labor and/or variations in taxes, duties and other levies on raw materials and components may take place while the order is under execution even if the execution of the order is delayed beyond the completion date specified in the order for any reason whatsoever.
22. The price should be on F.O.R. CBMR basis inclusive of all levies and duties wherever applicable which should be indicated clearly. The rates of sales tax should be clearly indicated wherever chargeable.
23. All goods or materials shall be supplied by the tenderers whose tender is accepted, strictly in accordance with the specifications.
24. 100% payments shall be released within 30 days from the date of satisfactory receipt of materials.
25. Time delivery as mentioned in Purchase order shall be the essence of the order and no variation shall be permitted except with prior authorization in writing from Purchaser.

26. In the event of delay in making delivery on the part of the vendor, it will be at purchaser's discretion to receive delivery with a reduction in price of the article/or equipment.
27. In the event of rejection of non-confirming goods the vendor shall be allowed, without any extension of delivery time to correct the non-conformities, should however the vendor fail to do so within stipulated time, the CBMR may cancel the order.
28. No Payment shall be made for rejected material nor would the tenderer be entitled to claim for such items.
29. Rejected items would be removed by the tenderer from the site within two weeks of the date of rejection at their own cost. In case they are not removed they will be auctioned at the risk and responsibilities of suppliers without any further notice.
30. In the case of not honoring the supply order, CBMR, will have the right to impose penalty as deemed fit to resort to make purchase at the suppliers cost and risk may forfeit his security to make purchase at the suppliers cost and risk
31. In the case of non-supply of stores within stipulated period, it will be at the desecration of the CBMR to accept delivery with late delivery clause @ 1% per week maximum to the extent of 10% of the ordered value for delayed supply.
32. All disputes and question, if any arise between the Centre and the bidder out of or in connection with the terms and conditions contained herein or as to the construction of application thereof, or the respective rights and obligations of the parties there under or as to any clause or thing herein contained or by reason of the supply or failure or refusal to supply any material or as to any other matter in any way relating to these presents shall be referred to the sole Arbitration, President of the Centre/Chief Secretary of the U.P. Govt. or his nominee. The decision of the sole arbitrator shall be final and binding upon both parties and subject to adjudication of Lucknow Court. Place for arbitration shall be at Lucknow (U.P.), India. Venue of such arbitration proceedings shall be the Centre. Arbitration and conciliation Act 1996 and rules made there under shall be applied to the proceedings under this clause.
33. Tenderers hereby agree to all terms and conditions stipulated in N.I.T. and undertake to sign the rate Contract or Supply order within the given days from the date of order failing which Security shall be liable to forfeit.

\*\*\*