



Office of the Chief Executive Officer
Shri Mata Vaishno Devi Shrine Board, Katra

No. CO/Pur/Electronic/530/3223

Dated: 26.10.2023.

REQUEST FOR INVITING QUOTATION

M/s. _____

Shri Mata Vaishno Devi Shrine Board is interested in purchase of Compatible Toners/Cartridges (mentioned in the Annexure) of reputed make i.e. Softelic Technology, Desmart, ProDot, AEPL, Premium, Impression and Bluestick from concerned dealers, firms and suppliers for different make of printers. You are as such requested to kindly send to us your quotation along with full details in sealed cover viz. price, payment terms, delivery schedule and other conditions of supply including special discount for this organization.

Your sealed quotations addressed to **Jt. Chief Executive Officer (S), Shri Mata Vaishno Devi Shrine Board, Central Office, Katra** should be personally handed over to the Purchase Section by or before **02.11.2023 upto 03.00Pm positively**, the same shall be opened on the same day or any other convenient day in presence of firms who choose to remain present on the occasion.

Following particulars must be mentioned on the envelope containing your quotation:-

QUOTATION

NOT TO BE OPENED BEFORE 02.11.2023

PURCHASE ENQUIRY No. CO/Pur/Electronic/530/3223 Dated: 26.10.2023.

Terms and Conditions:-

1. **The firm/supplier/distributor shall have to mention the GST No. 01AAETS9822J1ZC of SMVDSB, Katra while raising their bill of supplies/supply. While filling GSTR-I, the supplier shall classify the supply/services made to Shrine Board under Business to Business (B to B) Sales.**
2. This is only an enquiry not an order.
3. The output/yield and printing quality of compatible toners cartridges must be equal to the quality of original toners cartridges.
4. The number of pages to be printed should not be less than 80% of the value of original cartridge printing capacity.
5. The quotation should be accompanied with Performance Security Deposit (PSD) of Rs.5000/- in the form of CDR's/FDR's of any scheduled bank duly pledged to the FA/Chief Accounts Officer, Shri Mata Vaishno Devi Shrine Board, Katra on or before 02.11.2023.
6. PSD will be released after all contractual obligations by the supplier are over. The same can be withheld/forfeited, in full, or in part, in case the supply order is not executed satisfactorily, within the stipulated period.
7. The incomplete and conditional bids will be rejected. Quoting unrealistic rates will be treated as disqualification.
8. No firms/ suppliers/dealers will be allowed to withdraw after submission of quotations/opening of the quotation; failing which the PSD submitted by the firm will be forfeited.

9. Rate should be valid for 01 year from the date of issue of work order/contract. No claim for compensation or loss due to market fluctuations or any other reason/ causes will be entertained during the period of contract. However, the contract can be extended for further up to 03 months with the mutual consent of both the parties on the same rates, terms and conditions.
10. In case of discrepancy between the amounts in figures and words, the amount in words will only considered for the purpose.
11. Rates quoted should be net inclusive of all taxes and F.O.R. Engineering Store, Banganga, Katra.
12. It will be the responsibility of the supplier/firm/dealer to supply the item in accordance with order.
13. In case of unsatisfactory services or supply of compatible toners cartridges below the standard, the supplier/firm/dealer shall remove the deficiency immediately falling which a penalty amounting to 20% will be imposed and the same shall be recovered by forfeiting the performance security deposit.
14. If any supplier/firm/dealer fails to carry out the supply within the contract period the SMVDSB may get the work completed from another firm; and the bidder will have to reimburse the expenditure incurred and may also forfeit the performance security deposit and terminate the contract.
15. Shrine Board reserves the right to split the demand among one or more firms.
16. In case of any discrepancy found in the compatible toners cartridges, the same shall be return to the firm for replacement without any charges.
17. Shrine Board reserves the right to cancel the Purchase Enquiry without any notice.
18. Kindly quote the rate of the brand/specification as mentioned in the Annexure.
19. Material shall be tested/checked from the consignment/lot by the committee of officers of Shrine Board and if found of inferior quality or not as per the specifications, Shrine Board reserves the right to terminate the Order and debar the firm from further dealing with SMVDSB.
20. In case of any dispute, arising out of the Rate Approval/Supply order, Arbitrator shall be held as per the Central Govt. Arbitration act.
21. All the disputes are subject to Jurisdiction in the Court of Law at Katra.

Sd/-
Jt. Chief Executive Officer

Seal & Sig. of the firm/supplier/dealer

Annexure to this Office RFIQ issued vide no: CO/Pur/Electronic/530/3223Dated: 26.10.2023.

S.NO	Description of Compatible Toners Cartridges	Rates offered
1	88A (Make: Softelic Technology, Premium, Desmart, ProDot, AEPL, Bluestick, Impression)	
2	12A (Make: Softelic Technology, Premium, Desmart, ProDot, AEPL, Bluestick, Impression)	
3	79A (Make: Softelic Technology, Premium, Desmart, ProDot, AEPL, Bluestick, Impression)	
4	35A (Make: Softelic Technology, Premium, Desmart, ProDot, AEPL, Bluestick, Impression)	
5	166A (Make: Softelic Technology, Premium, Desmart, ProDot, AEPL, Bluestick, Impression)	
6	110A (Make: Softelic Technology, Premium, Desmart, ProDot, AEPL, Bluestick, Impression)	

Sd/-
Jt. Chief Executive Officer