

e-Tender Document

For

Supply of Toners/Cartridges for Printers

Tender No.:- MPCB/EE/PT/e-Tender-1/2016-17



Maharashtra Pollution Control Board

Kalpataru Point, 3rd & 4th Floor, Sion Matunga Scheme Road No.8

Opp.Sion Circle,Sion (East), Mumbai-400 022

Website:<http://mpcb.gov.in>

Price: Rs.5000/-

(Non Refundable)

(2016-2017)

Maharashtra Pollution Control Board

Kalpataru Point, 3rd & 4th Floor, Sion Matunga Scheme Road No.8,
Opp. Sion Circle, Sion (East), Mumbai-400 022
Website: <http://mpcb.gov.in>

e-Tender for Supply of Toners/Cartridges for Printers.

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Maharashtra Pollution Control Board

Kalpataru Point, 3rd & 4th Floor, Sion Matunga Scheme Road No.8,

Opp. Sion Circle. Sion (East), Mumbai - 400 022

Website: <http://mpcb.gov.in>

Tender Notice

1) Tender Notice Details

Tender Reference no.	MPCB/EE/PT/01 Date :20/01/2016
Name of Work / Item	Selection of Vendor for Supply Toners/Cartridges at MPCB offices
Cost of blank tender document & Mode of Payment	Rs. 5,000/- (Rupees Five Thousand Only) (Non Refundable) to be paid through Online Payment Modes i.e. Net Banking, Debit Card and Credit Card during Tender Document Download Stage.
EMD Amount & Mode of Payment	Rs.20,000/- (Rupees Twenty thousand Only) to be paid through Online Payment Modes i.e. Net Banking, Debit Card, Credit Card and NEFT/RTGS during Bid Preparation Stage.
Date ,Time and Place for Training on e-Tendering Process	02nd Feb. 2016 11:00 Hrs at MPCB Conference Hall, Kalpataru Point, 4th Floor, Sion Matunga Scheme Road No.8,Opp. Sion Circle. Sion (East), Mumbai - 400 022
Date ,Time and Place of Pre Bid Meeting	02nd Feb. 2016 15:00 Hrs at MPCB Conference Hall,Kalpataru Point, 4th Floor, Sion Matunga Scheme Road No.8,Opp. Sion Circle. Sion (E), Mumbai-400 022
Venue of online opening of tender	MPCB Conference Hall, Kalpataru Point, 4 th Floor, Sion Matunga Scheme Road No.8, Opp. Sion Circle, Sion (East), Mumbai - 400 022
Address for Communication	Member Secretary MPC Board, Kalpataru Point, 4 th Floor, Sion Matunga Scheme Road No.8, Opp. Sion Circle, Sion (East), Mumbai - 400 022
Contact Telephone & Fax Numbers	Tel. No. - 022- 240 87 295, 022- 240 10437 Fax - 022- 240 87 295 Email - ee@mpcb.gov.in
e-Tendering Helpline Support: Monday-Friday: 09:00 AM - 08:00 PM Saturday - 09:00 AM - 06:00 PM	<u>Telephone:</u> 020 - 3018 7500 <u>Email: support.gom@nextenders.com</u>

2) e-TENDER TIME SCHEDULE

Please Note: All bid related activities (Process) like Tender Document Download, Bid Preparation, and Bid Submission will be governed by the time schedule given under Key Dates below:

Sr. No.	Activity	Performed by	Start		Expiry	
			Date	Time	Date	Time
1	<i>Release of Tender</i>	<i>Department</i>	<i>21-01-2016</i>	<i>11.00</i>	<i>21-01-2016</i>	<i>14.00</i>
2	Tender Download	Bidders	21-01-2016	14.01	06-02-2016	17.00
3	Bid Preparation		21-01-2016	14.01	06-02-2016	17.00
4	<i>Superhash Generation & Bid Lock</i>	<i>Department</i>	<i>08-02-2016</i>	<i>11.00</i>	<i>08-02-2016</i>	<i>17.00</i>
5	Control Transfer of Bid	Bidders	08-02-2016	17.01	09-02-2016	17.00
6	<i>Envelope Opening</i> ¹	<i>Department</i>	<i>10-02-2016</i>	<i>14.00</i>	<i>10-02-2016</i>	<i>17.00</i>
7	<i>Envelope 2 Opening</i>		<i>12-02-2016</i>	<i>14.00</i>	<i>12-02-2016</i>	<i>17.00</i>

Dates mentioned here, are scheduled dates for Bid Opening Activities. Any changes in dates of opening of technical and commercial bids shall be notified in 'Press Notice / Corrigendum' section on the e-Tendering sub portal of the department before opening of the same.

3. INSTRUCTIONS TO BIDDERS

3.1 GENERAL INSTRUCTIONS :

The bidders are requested to familiarize themselves with the use of the e-Tendering portal of Government of Maharashtra well in advance.

To view - Tender Notice, Detailed Time Schedule, Tender Document for this Tender and Subsequently purchase the Tender Document and its supporting documents, kindly visit following e-Tendering website of Government of Maharashtra <https://maharashtra.etenders.in>

The Contractors/suppliers participating first time for e-Tenders on GoM e-tendering portal will have to complete the Online Registration Process for the e-Tendering portal. A link for enrollment of new bidders has been provided on <https://maharashtra.etenders.in>

All bidders interested in participating in the online e-Tendering process are required to procure Class II or Class III Digital e-Token having 2 certificates inside it, one for Signing/Verification purpose and another for Encryption/Decryption purpose. The tender should be prepared & submitted online using individual's Digital e-Token.

e -Tendering Tool Kit for Bidders (detailed Help documents, designed for bidders) has been provided on e-Tendering website in order to guide them through different stages involved during e-Tendering such as online procedure for Tender Document Purchase, Bid Preparation, Bid Submission.

Bidders will have to pay cost of Tender Document through online modes of payment such as **Net Banking, Debit Card and Credit Card** during **Tender Document Download stage**. This payment will not be accepted by the department through any offline modes such as Cash, Cheque or Demand Draft.

Similarly, Bidders will have to pay Earnest Money Deposit through online modes of payment such as Net Banking, Debit Card, Credit Card and NEFT/RTGS during Bid Preparation stage. This payment will not be accepted by the department through any offline modes such as Cash, Cheque or Demand Draft.

The interested contractors / bidders will have to make online payment (using credit card/debit card/net banking) of Rs. **1054/-** (inclusive of all taxes) per bid per tender to online service provider of e-Tendering system (Sify Nex Tenders) at the time of entering **Online Bid Submission** stage of the tender schedule.

If any assistance is required regarding e-Tendering (registration / upload / download) please contact GoM e-Tendering Help Desk on number: **020 – 3018 7500 (Pune Helpline)**, Email: support.gom@nextenders.com

For a bidder, online bidding process consists of following 3 stages:

1. *Online Tender Document Purchase and Download*
2. *Online Bid Preparation*
3. *Online Bid Submission*

All of 3 stages are mandatory in order for bidders to successfully complete Online Bidding Process.

4). TENDER DOCUMENT PURCHASE AND DOWNLOAD:

4.1) The tender document is uploaded / released on Government of Maharashtra, (GOM) e-tendering website <https://maharashtra.etenders.in>. Tender document and supporting documents may be purchased and downloaded from following link of **Organizations of Government of Maharashtra** on e-Tendering website of Government of Maharashtra, <https://allgom.maharashtra.etenders.in> by making payment through **Online Payment Modes i.e. Net Banking, Debit Card and Credit Card.**

4.2) If for any reason a bidder fails to make this payment through online modes, system won't allow the bidder proceed further for next stage resulting in his/her elimination from Online Bidding Process.

4.3) This payment will not be accepted by the department through any offline modes such as Cash, Cheque or Demand Draft.

4.4) subsequently, bid has to be prepared and submitted online **ONLY** as per the schedule.

4.5) The Tender form will be available online only. Tender forms will not be sold / issued manually from **Maharashtra Pollution Control Board (MPCB)** office.

4.6) The bidders are required to download the tender document within the pre-scribed date & time mentioned in online tender schedule. After expiry of the date and time for tender document download, Department / Corporation will not be responsible for any such failure on account of bidders for not downloading the document within the schedule even though they have paid the cost of the tender to the Department / Corporation. In such case the cost of the tender paid by the bidders will not be refunded.

5. PREPARATION & SUBMISSION OF BIDS

Both the Bids (Technical as well as Commercial) shall have to be prepared and subsequently submitted online only. Bids not submitted online will not be entertained.

6. Online Bid Preparation

6.1). EARNEST MONEY DEPOSIT (EMD)

Bidders are required to pay Earnest Money Deposit (if applicable) through Online Payment modes i.e. **Net Banking, Debit Card, Credit Card and NEFT/RTGS** during Bid Preparation Stage.

This payment will not be accepted by the department through any offline modes such as Cash, Cheque or Demand Draft.

If for any reason a bidder fails to make this payment through online modes, system won't allow the bidder to complete Bid Preparation stage resulting in his/her elimination from Online Bidding Process.

In case EMD is mandatory to all the bidders for a tender, offers made without EMD shall be rejected.

In Bid Preparation stage, bidders get access to Online Technical and Commercial Envelopes where they require uploading documents related to technical eligibility criteria and quote commercial offer for the work / item in respective online envelopes.

7). TECHNICAL BID

Following documents should be uploaded in Online Technical Envelope (T1) in PDF format, if required can be zipped as well and then uploaded during **Online Bid Preparation stage**.

The list of documents for Technical Envelope is as follows:

Sr. No.	List of Documents	Compulsory (C) / Additional (A)
	Pre Qualification Documents to be submitted as per schedule – I:	
1	List of Govt. / Semi Govt. Institutions etc. having supplied Toners, cartridges etc. Enclose Photocopies of Annual rate contract/Work Order for last three years. Total Annual supply should not be less than Rs. 10 Lakh at least for last two years.	C
2	Details as per Schedule II	C
3	Certified copies of Excise Registration No, PAN No.	C
4	Bidders shall give undertaking as per enclosed format at Schedule – III.	C
5	Income Tax Returns for last 3 years	C
6	Profit and Loss Accounts / CA Certificate for last 3 Years	C

8) COMMERCIAL BID

All commercial offers must be prepared online (An online form will be provided for this purpose in Online Commercial Envelope (C1), during **Online Bid Preparation** stage).

Any bidder should not quote his offer anywhere directly or indirectly in Technical Envelope (T1), failing which the Commercial Envelope (C1) shall not be opened and his tender shall stand rejected.

Note: During Online Bid Preparation stage, bidders are allowed to make any changes or modifications in the bid data uploaded by them in Technical (T1) as well as Commercial (C1) envelope.

Towards the end of Bid Preparation, once verification of EMD payment is successful, bidder completes the Bid Preparation stage by generating the Hash Values for T1 and C1. Post this, system won't allow him/her to make any further changes or modifications in the bid data.

9) Online Bid Submission

In this stage, bidders who have successfully completed their Bid Preparation stage are required to transfer the data, already uploaded by them during Bid Preparation stage, from their custody to department's custody.

Note: During this stage, bidders won't have any capability to make any kind of changes or editing into technical as well as commercial data.

10) INSTRUCTION TO BIDDERS FOR ONLINE BID PREPARATION & SUBMISSION

Bidders are required to pay Earnest Money Deposit (if applicable to them) through Online Payment modes i.e. **Net Banking, Debit Card, Credit Card and NEFT/RTGS** during Bid Preparation Stage.

If for any reason a bidder fails to make this payment through online modes, system won't allow the bidder to complete Bid Preparation stage resulting in his/her elimination from Online Bidding Process.

Hence, it is strongly recommended to bidders to initiate this payment well in advance prior to expiry of Bid Preparation stage in order to avoid elimination from Online Bidding Process on grounds of failure to make this payment.

During the activity of **Bid Preparation**, bidders are required to upload all the documents of the technical bid by scanning the documents and uploading those in the PDF format. This apart, bidders will have to quote commercial offer for the work / item, for which bids are invited, in an online form made available to them in Commercial Envelope. This activity of **Bid Preparation** should be completed within the pre-scribed schedule given for bid preparation.

After **Bid Preparation**, the bidders are required to complete **Bid Submission** activity within pre-scribed schedule without which the tender will not be submitted.

Interested contractors / bidders will have to make online payment (using credit card/debit card/net banking/Cash Card) of Rs. **1054/-** (inclusive of all taxes) per bid per tender to online service provider of e-Tendering system (Sify NexTenders) at the time of commencing **Online Bid Submission** stage of the tender schedule.

Non-payment of processing fees will result in non submission of the tender and Department will not be responsible if the tenderer is not able to submit their offer due to non- payment of processing fees to the e-tendering agency.

Detailed list of different modes of online payment to e-tendering service provider (**E-Payment Options**) has been provided under **E-Tendering Toolkit for Bidders** section of **<https://maharashtra.etenders.in>** .

The date and time for online preparation followed by submission of envelopes shall strictly apply in all cases. The tenderers should ensure that their tender is prepared online before the expiry of the scheduled date and time and then submitted online before the expiry of the scheduled date and time. No delay on account of any cause will be entertained. Offers not submitted online will not be entertained.

If for any reason, any interested bidder fails to complete any of online stages during the complete tender cycle, department shall not be responsible for that and any grievance regarding that shall not be entertained.

Any amendment to the tender will be placed on sub portal of the Department, who have invited the bids, on e-tendering portal of the Govt. of Maharashtra. The tenderer will not be communicated separately regarding the amendment.

11) OPENING OF BIDS:

The bids that are submitted online successfully shall be opened online as per date and time given in detailed tender schedule (if possible), through e-Tendering procedure only in the presence of bidders (if possible).

Bids shall be opened either in the presence of bidders or it's duly authorized representatives. The bidder representatives who are present shall sign a register evidencing their attendance. Only one representative per applicant shall be permitted to be present at the time of opening the tender.

12) TECHNICAL ENVELOPE (T1) :

First of all, Technical Envelope of the tenderer will be opened online through e-Tendering procedure to verify its contents as per requirements.

At the time of opening of technical bid the tenderer should bring all the original documents that have been uploaded in the Online Technical Envelope (T1) so that same can be verified at the time of opening of technical bid.

If the tenderer fails to produce the original documents at the time of opening of technical bid then the decision of the committee taken on the basis of document uploaded will be final and binding on the tenderer.

If the various documents contained in this envelope do not meet the requirements, a note will be recorded accordingly by the tender opening authority and the said tenderer's Commercial Envelope will not be considered for further action but the same will be recorded.

Decision of the tender opening authority shall be final in this regard.

The right to accept or reject any or all tenders in part or whole without assigning any reason thereof is reserved with Tender Opening Authority and his decision(s) on the matter will be final and binding to all.

The commercial bids shall not be opened till the completion of evaluation of technical bids.

The commercial Bids of only technically qualified Bidders as mentioned above will be opened.

13) COMMERCIAL ENVELOPE (C1):

This envelope shall be opened online as per the date and time given in detailed tender schedule (if possible), through e-Tendering procedure only,

14) Final List of Commercial Documents to be uploaded Online:

The following documents related to commercial envelope should be uploaded by the bidders in the form of PDF Files in the same order as mentioned below, on the e-Tendering website during **Online Bid Preparation** stage.

GENERAL TERMS & CONDITIONS

- 1) **Standards**
The Toners/Cartridges supplied under this contract shall genuine and conform to the standards as specified in tender document.
- 2) **Patent Rights**
The vendor shall indemnify the MPC Board against all Third Party claim of Infringement of Patent, Trademark, and Industrial Design rights arising from the use of the Toners/Cartridges or any part thereof.
- 3) **Penalty**
If the ordered items are not supplied as per the given standards, the MPC Board reserves the right to forfeit the EMD deposited by the vendor.
- 4) **Availability of Items Quoted**
The vendor undertakes that items/goods quoted will continue to hold good for a period of one year from the date of signing the contract.
- 5) **Warranty**
 - a) The vendor warrants that Toners/Cartridges supplied under the contract are new, unused or the most recent or current models & incorporate recent improvements in design & material.
 - b) The vendor further warrants that Toners/Cartridges supplied under this contract shall have no defect arising from design, material workmanship.
 - c) The MPC Board shall promptly notify the vendor in writing of any claims under this warranty.
 - d) If the vendor have been notified and fails to remedy the defect with a reasonable period the MPC Board may proceed to take such remedial action, as may be necessary at the vendor's risk and expenses & without prejudice to any other rights which the MPC Board may have against the vendor under the contract.
- 6) **Payment**
The MPC Board shall make the payment only after completion of supply & acceptance of Toners/Cartridges to the entire satisfaction of the MPC Board.
- 7) **Assignment**
The vendor shall not assign in whole or in part its obligations to perform under the contract except with the MPC Board's prior written consent.

8) Delay in Vendor's Performance

- a) Delivery of, the goods shall be made by the vendor immediately.
- b) If any time during performance of the contract, the vendor encounter conditions impeding timely delivery of the Toners/Cartridges and performance of services, the vendor shall promptly notify the MPC Board in writing of the reasons of the delay, its likely duration and its cause(s).
- c) As soon as practicable after receipt of the vendors notice, the MPC Board shall evaluate the situation and may at its discretion extend the vendor's time for performance, in which case the extension shall be ratified by the parties by amendment of the contract. If the vendor's request to delay the delivery of Toners/Cartridges and performance of services is not found acceptable to the MPC Board, penalty will be imposed.

9) Termination for Default

The MPC Board may, without prejudice to any other remedy for breach of contract by written notice of default sent to the vendor, terminate the contract in whole or in part.

10) Termination for Convenience

The MPC Board may by written notice terminate the contract in whole or in part at any time of its convenience. The notice of termination shall specify that the termination is for MPC Board's convenience, the extent to which performance of work under the contract is terminated, and the date upon which such termination shall become effective.

11) Arbitration

- a) The MPC Board and vendor shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the contract.
- b) In case of any dispute or difference arising between the MPC Board and the vendor relating to any matter arising out of or connected with this contract, such dispute or difference shall be governed by Arbitration and Conciliation Act. 1996 and any amendments thereto.
- c) The venue of Arbitration shall be the place from where the Contract is issued.

12) Price Fluctuation

- a) The prices changed for the Toners/Cartridges provided under the contract by the vendor shall in no event exceed the lowest price as agreed by the MPC Board and consented by the vendor.
- b) The price quoted for each item will be valid for 24 months, thereafter revised quotations would be called from each and every empanelled vendors and Lowest (L1) for each item will be selected.
- c) The items/offices may be added/removed in future.

13) Taxes and Other Charges

Prices shall be inclusive of Sales Tax, VAT, Levies and other incidental charges.

14) Guarantee

The vendor shall provide goods of the make as per MPC Board's order of the concerned office. In case of any defect/non functionality of the item procured, the

15) List of Toners/Cartridges are enclosed at Schedule II.

16) The cost of each item shall be quoted after deducting the discount and inclusive of Sales Tax, VAT, Excise Duty, Octroi etc.

17) No extra charges shall be paid for packing, forwarding, Insurance, Transportation etc.

18) The bidder is expected to examine all instructions mentioned in tender documents forms and terms & conditions.

19) Failure to furnish all information required by the tender documents or submission of all documents, not substantially responsive to the tendering document in every respect will be at the risk and may result in the rejection of bid.

20) This call of e-tender does not bind the M.P.C.B. to place order. The offer/Bids submitted in response to this invitation may be rejected without assigning any reasons.

21) The Board at its discretion may extend the last date of submission of tender and opening of tenders. The authority does not bind itself to accept the lowest e-tender and is vested with authority to reject any or all of the tenders received without assigning any reason.

22) Documents, samples, etc. enclosed in the e-tender, shall become the property of M.P.C.B. without any payment.

23) In case of dispute, the decision of Member Secretary, Maharashtra Pollution Control Board shall be final.

24) The proposal from the firms / Bidders putting their own terms and conditions will be rejected.

25) The validity of the tender will be for the duration of 24 Months

- 26)** Each folio of the tender document shall be signed by the bidder otherwise the bid will be treated as rejected.
- 27)** The e-tender must be filled in English and all the entries must be made by hand written in ink or may be typed. If any of the document is missing, or unsigned tender will be considered invalid.
- 28)** The prospective bidder shall have not been disqualified by the Maharashtra Pollution Control Board for any reason for specific period.
- 29)** The price bid of only those bidders will be opened whose Pre qualification Criteria (schedule - I) are found to be acceptable.
- 30)** The e-tender shall contain no interlineations erasures or overwriting of words except as necessary to correct errors made by e-tenders, in which case such correction shall be initialized by the person or persons.
- 31)** Bids received after due date and time mentioned in the tender notice shall not be accepted.
- 32)** In no case hard copy of tender should be handed over to any employee of the Board.
- 33)** Canvassing in any form will disqualify the tender.
- 34)** All tenders shall be addressed to:
The Member Secretary,
Maharashtra Pollution Control Board, Kalpataru Point, 3rd & 4th Floor, Sion
Matunga Scheme Road No.8, Opp. Sion Circle.
Sion (East), Mumbai - 400 022, Tel No. 24010437, 24086916.
- 35)** Earnest Money of the unsuccessful bidder will be refunded without any interest after the tender is finalized or within one month whichever is earliest and that of successful bidder will be refunded without any interest after 3 months of the finalization tender or can be readjusted as a security deposit, on their request.
- 36)** Successful bidder shall deliver the goods at the door step at Board's Offices.
- 37)** Successful bidder will have to supply Toners/Cartridges at rate finalized, during the year 2016 - 2018. Successful bidder have to supply the Toners/Cartridges immediately after receipt of purchase orders.
- 38)** The bidder shall mention the rates for supply of goods as per specification during the year 2016 – 2018, which shall be fixed during the year, irrespective of rise in cost of raw material.

- 39) The rates shall be binding upon the successful bidder, if the successful bidder is unable to supply particular goods within specific time period and at accepted rates Board is free to purchase the same goods from open market and the difference in cost of the particular goods will be deducted from the security deposit amount.
- 40) The successful bidder shall deposit Rs. 20,000 as a security deposit in the form of D.D. drawn in favour of **Maharashtra Pollution Control Board** which will be refundable, without interest, after the successful completion of the contract period.
- 41) Successful bidder after accepting the ARC order fails to supply Genuine Toners/Cartridges, during the contract period as per the contract awarded for the items to be supplied under ARC such manufacture/supplier shall be rejected from the ARC contract and his EMD and Security deposit shall be forfeited.
- 42) If successful bidder fails to supply the materials as per the ARC awarded, MPCB will purchase same from second lowest or from the open market. The difference in the cost or the entire cost such purchase shall be recovered from the successful bidder.
- 43) Manufacturer / Supplier having record of supply of duplicate/Refilled, substandard materials under ARC in the past to MPCB are not qualified to quote for this e-Tender.
- 44) This e-Tender is open for Toners/Cartridges to be supplied under ARC, The price bid of Technically qualified bids shall only be opened.
- 45) In case of any dispute, the Mumbai is the jurisdiction.

Date:

Place:

(Name & Seal & Signature of Bidder)

Maharashtra Pollution Control Board

Schedule- I

PRE-QUALIFICATION CRITERIA

Following Signed & Sealed documents should be submitted:

- 1) The bidder should have at least 3 years of experience in Public Sector Enterprises/Government Organization for the supply of Toners/Cartridges.
- 2) Average Annual Turnover of Rs. 10 Lakh in at least two financial years.
- 3) The bidder has to give following self-declaration on his letter head addressed to Executive Engineer Mumbai.

“This is to certify that our firm is not blacklisted by any of the Public Sector/Government Organizations where we are/have been supplying any computer consumables and that we are not part of any on-going enquiry in this regard. If any facts are discovered at any time contrary to this declaration. Our empanelment may be terminated by the “Maharashtra Pollution Control Board.” At any time during the empanelment period without giving any notice”.

4. Certified copies of S.T., Excise Registration No, PAN No.
5. Bidders shall give undertaking as per enclosed format at schedule – II.

Date :

(Signature of Supplier)

Place :

(Name & Designation)

MAHARASHTRA POLLUTION CONTROL BOARD

Application form Schedule - II

(To Be Filled by the Bidder/Vendor)

- 1) Name and full address of Bidder Including telegraphic address / e-mail / Telephone No. and Fax No.
- 2) Name and designation of the Head of The Firm/Supplier and his Tele. No. / Fax / Email
- 3) (i) In case the supplier is located out of Mumbai, his contact address/ authorized distributors or agents address in Mumbai, if any.
- (ii) Name, designation, address Telephone No. E-Mail of the authorized person who may be contacted during the process of the purchase concerned under this document (applicable for all the suppliers)
- 4) Tender Document Fees : Rs. 5000/-
- 5) Earnest Money Deposit : Rs. 20,000/-
- 6) Whether the Tender conditions are : Yes No acceptable in full. (Reply Yes or No)
- 7) Income Tax, PAN No., STCC / Excise Registration Certificate Attached (Latest) : (Reply Yes or No)
- 8) Documents to be submitted / enclosed
- i) Sealed Document containing prequalification criteria of bidder for the supply of Toners/Cartridges
- ii) Acceptance of General Terms & conditions duly signed as per Schedule - II
- iii) Sealed Price bid: (Annexure – I to III)

Place:

Date :

(Name & Seal Signature of Bidder)

Schedule – III
UNDERTAKING

Tender Notice No. MPCB/C. Lab/ARC/e-Tender/.....

Dt. / /

To,
The Member Secretary
Maharashtra Pollution Control Board
Kalpataru Point, 3RD Floor,
Sion Matunga Scheme Road No.8, opp. Sion Circle
Sion, (East) Mumbai 400 022

Sir,

Having examined the conditions of Tender Documents and specifications of the materials, the receipt of which is hereby acknowledged, we the undersigned offer to supply, deliver the following:

Sr. No.	Toner/Cartridges	Packing
1	12A HP	1 no.
2	88A HP	1 no.
3	51A HP	1 no.
4	MLT- D1043S Samsung	1 no.
5	Series – G Samsung	1 no.
6	Q 6000A Samsung	1 no.
7	Q 6001A Samsung	1 no.
8	Q 6002A Samsung	1 no.
9	Q 6003A Samsung	1 no.
10	DMLT - 2055 XIP	1 no.
11	CE 310A HP	1 no.
12	CE 311A HP	1 no.
13	CE 312A HP	1 no.
14	CE 313A HP	1 no.
15	CF210A HP	1 no.
16	CF211A HP	1 no.
17	CF212A HP	1 no.
18	CF213A HP	1 no.
19	Q6470A HP	1 no.
20	Q6471A HP	1 no.
21	Q6472A HP	1 no.
22	Q6473A HP	1 no.

The above supply, with the specification and conditions of supply will be as per the rates quoted in this tender. We undertake, if our offer is accepted to deliver the items quoted by us. We shall deliver genuine items as per tender specifications within stipulated time period of tender / Purchase order (PO).

We agree to abide by this tender conditions and it shall remain binding upon us.

Date:

(Signature of authorized person)
With stamp & full address

PRISE SHEDULE

Sr. No.	Toner	Packing	Price (in Rs.)	Item wise Taxes applicable (%)	Total (Rs.)
1	12A HP	1 no.			
2	88A HP	1 no.			
3	51A HP	1 no.			
4	MLT- D1043S Samsung	1 no.			
5	Series – G Samsung	1 no.			
6	Q 6000A Samsung	1 no.			
7	Q 6001A Samsung	1 no.			
8	Q 6002A Samsung	1 no.			
9	Q 6003A Samsung	1 no.			
10	DMLT - 2055 XIP	1 no.			
11	CE 310A HP	1 no.			
12	CE 311A HP	1 no.			
13	CE 312A HP	1 no.			
14	CE 313A HP	1 no.			
15	CF210A HP	1 no.			
16	CF211A HP	1 no.			
17	CF212A HP	1 no.			
18	CF213A HP	1 no.			
19	Q6470A HP	1 no.			
20	Q6471A HP	1 no.			
21	Q6472A HP	1 no.			
22	Q6473A HP	1 no.			

- Note:** - 1) Kindly mention the percentage of discount available if any on MRP and also enclose copy of catalog.
2) Bidders are requested to give information in PDF format as well as in excel format.

Place:

Date :

(Seal & Signature of Bidder)

Note: *Commercial Offer has to be entered online only. An Online Form, similar to the Commercial format given below, will be available to the bidders in Commercial Envelope (C1) during Online Bid Preparation stage where bidders would quote their offer.*

