



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo No.2855/NKDA/ADMN-324/2012

Dated: 18.06.2014

NOTICE INVITING QUOTATIONS

Sealed quotations are hereby invited by the authorities of New Town Kolkata Development Authority (NKDA) from resourceful, bona-fide and reputed Firms/Agency/Supplier having experience in **refilling (for inkjet), refurbishing & recharging (for laserjet) of cartridges** in different Government Department as detailed in the Schedule below in the office of the New Town Kolkata Development Authority, 03, MAR, New Town, Kolkata-700156.

SCHEDULE:

Sl.No.	Cartridge No.	Cartridge Type	Refilling rates/PC.	Refurbishing & recharging rates/Pc.
1.	HP 818 Black	Inkjet		
2.	HP 818 Colour	Inkjet		
3.	HP 920 Black (with chip)	Inkjet		
4.	HP 920 Black XL (with chip)	Inkjet		
5.	HP 920 Colour (with chip)	Inkjet		
6.	HP 950 Black (with chip)	Inkjet		
7.	HP 951 Colour (with chip)	Inkjet		
8.	HP 932 XL Black (with chip)	Inkjet		
9.	HP 933 Colour(with chip)	Inkjet		
10.	HP CE310A Black	Inkjet		
11.	HP CE311A C	Inkjet		
12.	HP CE312A Y	Inkjet		
13.	HP CE313A M	Inkjet		
14.	HP CE314A	Inkjet		
15.	HP 21	Inkjet		
16.	HP 22 (Colour)	Inkjet		
17.	HP 88A	Laserjet		
18.	HP 78A	Laserjet		
19.	HP Q5945A	Laserjet		

Last Date of submission of Quotations : 28.06.2014 upto 2 P.M.

Date of Opening : 28.06.2014 upto 3 P.M.

General Conditions:

1. Conditional quotation will not be entertained and will be summarily rejected.
2. The bidder will have to submit EMD for Rs. 5,000.00 (Rupees five Thousand only)/- in the shape of Demand draft with any Nationalized / Scheduled Bank in favour of "New Town Kolkata Development Authority" payable at "Kolkata". For the successful bidder EMD shall be retained with New Town Kolkata Development Authority till the security period is over. For unsuccessful bidder EMD will be refunded after completion of the all process.
3. The selected Firm/Supplier/Agency will remain responsible for refilling, refurbishing & recharging of cartridges, if not found upto the satisfaction of the Authority of NKDA, within (03-Three) days from the date of rejection.

4. Statutory deduction(s) towards IT as well as other statutory deductions (s), if any, will be made before making payment.
5. The undersigned reserves the right to accept or to reject any or all the quotation papers without assigning any reason whatsoever.
6. Rate to be quoted shall remain valid for 01(one) year from the date of issue of work order.
7. Further details, if required, may be obtained from the office of New Town Kolkata Development Authority at 03, Major Arterial Road, New Town, Kolkata – 700156.
8. Replacement of key parts:- Key parts to be replaced in remanufacturing/ reconditioning of toner cartridges will be as per the following specifications:-
 - a) Toner Powder (finest quality).
 - b) OPC Drum.
 - c) Chip.
 - d) Toner Unit.
9. The output/yield and printing quality of reconditioned/remanufactured toner cartridges should be equal to that of an Original Equipment Manufacturers (OEM). Any problem in cartridge after refilling or bad quality of printing, no payment will be made for the refilling purpose.
10. Document to be submitted:
 - a) Photocopy of Registration certificate.
 - b) Photocopy of Trade License.
 - c) Previous experience of last 03 years (corresponding work order/satisfactory report to be submitted).
 - d) Photocopy of Financial statement.
 - e) Photocopy of PAN/TAN.
 - f) Photocopy of VAT registration.
 - g) Photocopy of Service Tax registration.
11. The interested firm/company may submit 3(three) sealed separate envelopes respectively envelopes for “Technical Bid “,”Financial Bid” and “EMD” in a big outer sealed cover superscribed “**Refilling (for inkjet), refurbishing & recharging (for laserjet) of cartridges**”.

**Administrative Officer
New Town Kolkata Development Authority**

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Dated : 18.06.2014

Copy forwarded to:

1. The Finance Officer, NKDA
2. System Manager..... Uploading the SNIQ in the Website of NKDA
3. Notice Board

**Administrative Officer
New Town Kolkata Development Authority**