



*cmpdi*  
A Mini-Ratna Company

सेन्ट्रल माईन प्लानिंग एण्ड डिजाइन इन्स्टीच्यूट लिमिटेड  
(कोल इण्डिया लिमिटेड की अनुषंगी कम्पनी / भारत सरकार का एक लोक उपक्रम)  
क्षेत्रीय संस्थान-१, वेस्ट एण्ड, जी. टी. रोड, आसनसोल-७११३०४  
**Central Mine Planning & Design Institute Limited**  
(A Subsidiary of Coal India Limited / Govt. of India Public Sector Undertaking)  
Regional Institute-1, G.T. Road West, Asansol-713304  
CORPORATE IDENTITY NO. U14292JH1975G01001223

Ref.No.: CMPDI/RI-I/S&P/Cartridge/103/17-18/ 364

08.09.2017

**NOTICE INVITING TENDER**

Sealed tenders are invited from OEM /Authorized dealers/ Reputed suppliers for purchase of Printer Cartridges for use at CMPDI RI-I, Asansol.

- |  |                                      |
|--|--------------------------------------|
| a) Estimated Value                           | : Rs. 124994.00 (Exclusive of GST)   |
| b) Tender Fee in INR                         | : Rs 100.00                          |
| c) Earnest Money                             | : Rs 2500.00                         |
| e) Date of Commencement of Tender            | : 08.09.2017 (from 11.00 AM onwards) |
| f) Last date & time for submission of offers | : 22.09.2017 up to 03:00 PM          |
| g) Due date & time of opening of Offers      | : 22.09.2017 at 04:00 PM             |
| h) Validity Period of Offer                  | : 120 days from the date of opening  |
| i) Type of Tender                            | : Single Part                        |

**NOTE:**

1. IF THE TENDER IS NOT OPENED ON THE ABOVE DATE, DUE TO UNFORESEEN CIRCUMSTANCES, THEN IT WILL BE OPENED ON THE NEXT WORKING DATE.
2. BIDDERS OR THEIR AUTHORIZED REPRESENTATIVES MAY ATTEND THE OPENING OF THE TENDER. HOWEVER, AUTHORISED REPRESENTATIVES MUST PRODUCE A POWER OF ATTORNEY IN THEIR FAVOUR.

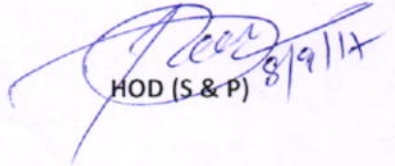
Tender document can be obtained from the office of HOD (S & P), CMPDI, RI-1, Asansol from 10.30 AM to 4.00 PM on all working days from 8.09.2017 to 22.09.2017 on remittance of tender fee (Nonrefundable / Non transferrable) either by crossed DD drawn in favour of "CMPDI Ltd., Regional Institute-I, Asansol" on any Nationalized / Scheduled Bank payable at Asansol preferably on "State Bank of India" or in the form of money receipt issued by the Cash Section, CMPDI, RI-1, Asansol in support of deposition of requisite money.

Tender documents can also be downloaded from CMPDI'S website [www.cmpdi.co.in](http://www.cmpdi.co.in) & Government website [www.tender.gov.in](http://www.tender.gov.in) during the period from 08.09.2017 to 22.09.2017. In case of tender document obtained by downloading from Website, cost of tender document shall have to be deposited

Signature of the Tenderer with Seal

by the bidder in the form of "Demand Draft" drawn in favour of "CMPDI Ltd., Regional Institute, Asansol" on any Nationalized / Scheduled Bank payable at Asansol preferably on "State Bank of India". Bidders shall be solely responsible for the correctness of the downloaded tender documents.

In case of any discrepancy between the tender documents downloaded from the website and the master copy available in the office, the latter shall prevail and will be binding on the bidders. **No claim on this account will be entertained.**

  
HOD (S & P)

**INSTRUCTIONS:**

1. Tenderers are advised to go through the Tender Document carefully and submit their offer accordingly complete in all respect with supporting documents, wherever asked for.
2. Tenders are invited from OEM / Authorized Dealers / Reputed Suppliers of the materials only as indicated in the schedule of requirement given in Annexure-I.
3. No deviation from this document is acceptable. The terms of conditions of this NIT are binding on all bidders and no deviation from the same shall be acceptable. Bids which are found in deviation in any form from this document are liable for rejection without any back reference to the tenderers.
4. Tenderer shall furnish their offer in sealed cover addressed to the HOD(S&P). Refer Terms & Conditions (Annexure – II) of this NIT for details regarding the mode of submission of bids.
5. The offers should be dropped in the designated 'TENDER BOX' kept in the Office of HOD(S&P), RI-I, CMPDI, Asansol.
6. Tender must be accompanied by self-attested copies of PAN, GST Registration Certificate, and Credentials.

Encl:

- a) Annexure-I (Schedule of Requirement)
- b) Annexure-II (Terms and Conditions)
- c) Annexure-III (Check List)
- d) Annexure-IV (Mandate form for NEFT/RTGS/Fund Transfer)

Signature of the Tenderer with Seal

## SCHEDULE OF REQUIREMENT

Sl. No.	Name of Printer for which cartridge is required	Type of Cartridge	Make of Cartridge	Model No. of Cartridge	Quantity required
1	TVSE 945 DMP	Ribbon	TVS	TVSE 0105	20
2	Brother MFC- L 2701 DW	Printer Toner	Brother	TN -2365	4
3	Brother HL-5350DN Laserjet printer	Printer Toner	Brother	TN-3250	6
4	Brother HL- 5350DN	Drum Cartridge	Brother	DR 3217	6
5	HP 1025	Printer Toner	HP	CE 310 AS	1
6	Samsung MLT 2571	Printer Toner	Samsung	MLT 2010D3	1
7	Samsung Pro Express M3320ND	Printer Toner	Samsung	MLT-D203S	2

**Terms & Conditions:**

**1. Mode & Method of Submission of Tender**

The bidders must submit their offer up to the scheduled time and date and should cover the following –

a) **Application Fee & EMD**

**Application Fee** should be either in the form of Bank Draft or cash receipt from CMPDI, Asansol. **EMD** should be in the form of Bank Draft only. Bank Draft should be drawn in favour of CMPDI LTD., Regional Institute-I, Asansol on any scheduled bank payable at Asansol preferably on "State Bank of India"

Application fee / Earnest Money should be deposited in a separate envelopes super scribing 'Application Fee' and 'Earnest Money Deposit'.

**Government (State/Central)/Public Sector Undertakings/Firms having valid NSIC registration/ Firms registered under MSME Development Act 2006 for the EMD/ Security Deposit are exempted from submission of EMD/Security Deposit against valid documentary evidence.**

In case Earnest Money is not submitted, the offer shall be **out-rightly rejected** without any reference on this subject. EMD shall be refunded to the unsuccessful bidder immediately after finalisation and award of the tender.

For successful bidder EMD will be converted to Security Money which will be refunded to the firm on certification after completion of the manufacturer's guarantee period or one year, whichever is later from the date of final acceptance of the materials by CMPDI, RI – I, Asansol. The deposits like Earnest Money will not carry any interest during its period of retention.

**THE DEPOSITS LIKE EARNEST MONEY MAY BE FORFEITED:-**

- i) If any bidder withdraws their offer after tender opening during the period of tender validity.
- ii) If the bidder fails to execute the order job after acceptance of order within the specified time limit or does not fulfill any of the terms & conditions.

The offer shall be rejected if any tampering in the tender document is found to be done at the time of opening the offer.

- b) **Quoted Item-wise Price including applicable taxes and duty:** The rates of taxes and duties applicable should be quoted. The offers should indicate rate per unit inclusive of discount, if any, total price and delivery terms. The rate shall be quoted both in words and in figures on FOR-destination basis. If there is any discrepancy between the rates quoted in words and in figures, the rate enclosed in figures shall be considered. The offer should indicate rate per unit, discount, if any, total and delivery terms.

The price should be quoted as per the following format on the **letterhead of the bidder** duly signed and stamped: