



भाकृअनुप - औषधीय एवं मसंधीय पादप अनुसंधान निदेशालय
बोरीआवी - 387 310, आणंद, गुजरात, भारत.

ICAR-Directorate of Medicinal and Aromatic Plants Research
Boriavi - 387 310, Anand, Gujarat, India.
Ph. No:(02692) 271600,05,06 Fax:(02692) 271601 Website: www.dmapr.org.in

F.No.15-27/15-A.M.C./

Dated: 03.2015

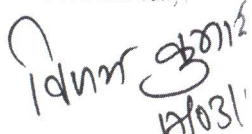
To

Sub: - Quotations for the rate contract of Maintenance & Supply of Consumables for Printer, Fax etc.

Sir,

Sealed quotations are invited for the rate contract of Maintenance & Consumables for printer, fax etc. installed at Directorate of Medicinal & Aromatic Plants Research [DMAPR], Boriavi [Anand] for a period of one year from the date of award of contract. The sealed quotations accompanied by a Demand Draft of ₹5,000/- (Rupees Five Thousand only) as earnest money drawn in favour of "ICAR Unit-DMAPR" payable at Anand, may be addressed to the Director, Directorate of Medicinal and Aromatic Plants Research, Boriavi-387310 Anand (Gujarat). The envelope containing quotations should be super scribed with "QUOTATIONS FOR RATE CONTRACT OF MAINTENANCE & CONSUMABLES FOR PRINTER, FAX ETC. " The sealed quotation may be dropped in the Tender Box placed at DMAPR Boriavi. Latest by 3:00 PM on 08.04.2015. The quotations will be opened on the same day i.e. 8th April, 2015 at 3:30 PM at DMAPR, Boriavi in the presence of the tenderers who may wish to be present. The terms and conditions are enclosed at Annexure-I. The details of EMD, etc and the rates of consumables and bank details may be provided as per format at Annexure-II&III.

Yours faithfully,

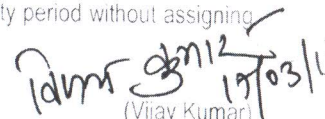


(Vijay Kumar)
Administrative Officer

Enclosed: As above.

Terms & Conditions:

1. The bidder should be in a position to maintain the printers, fax etc. and to deliver the consumables to store DMAPR Boriavi, and no extra cost for the delivery of goods shall be paid. The firm tendering should be an authorized dealer/distributor of that brand of consumable.
2. Regular Services of printers should be done in every 45 days intervals. Complaints should be attended within 24 hours.
3. Firm/ bidder must have valid TIN/Sales Tax Registration No. and have printed on the firm's letterhead.
4. Replace only original cartridge/ parts as and when required. Only standard/ genuine qualified powder should be used for refilling toner cartridges for which the rates are to be quoted in the bid form. The Contract will be out rightly annulled in case any fake/spurious or recycled cartridges are supplied. In such situation, the earnest money / Security money deposited with ICAR-DMAPR will stand forfeited and the firm will be blacklisted for any participation of supply of goods/ services in future in the DMAPR/ICAR.
5. The rates furnished by the firm shall be valid for the period of one year from the date of award and no deviation whatsoever shall be entertained in any case or else the EMD/ Security deposit shall be forfeited
6. The order shall be placed with the successful bidder as and when required.
7. Each page of the bid form must be signed by the firm /authorized signatory for evaluation/ making comparative statement of rates. Cutting/overwriting must be properly attested.
8. Bids incomplete in any form will not be considered. Bids received after the due date and time will not be considered.
9. Tender fee of ₹ 500/- (Rupees five hundred only) EMD of ₹ 5,000 (Rupees five thousand only) in the form of account payee DD drawn in favour of "ICAR UNIT – DMAPR, ANAND" must be submitted with the bid. An application submitted without the tender fees and bid security will be rejected out rightly. The EMD will be refunded to the unsuccessful tenderers' as promptly as possible whereas in the case of successful tender, EMD will be refunded after deposition of Security Deposit @ 10% of the contract value in form of Demand Draft.
10. The firms participating in the tender should have their offices located in Anand or else the tender shall be liable to be rejected.
11. The successful firm shall be required to deposit security money as per GFR, 2005 of Govt. of India.
12. No Bidder will be allowed to negotiate after submission of bids.
13. No request for advance payment or escalation of rates will be considered during the currency of the contract. The bills raised by the successful bidder should have all tax registration numbers printed on the bills
14. The payment shall be made through RTGS / NEFT; hence details of bank account as per Annexure-I shall be furnished.
15. The Director DMAPR reserves the right to cancel the contract any time during its validity period without assigning any reason thereof.


(Vijay Kumar)
Administrative officer

