

TENDER NOTICE FOR PURCHASE OF TONERS

Sealed bids marked "QUOTATION FOR PURCHASE OF HP OR EQUIVALENT TONERS" in bold from registered firms are invited for supply of the following Toners / Cartridges.

Black & White / Color Toners								
S/N	Printers	Toner	Qty	S/N	Printers	Toner	Qty	
1.	HP 2035	05-A	30 Nos	20.	Color Toner Set Ink Tank 310	-	08 Nos	
2.	HP 1020	12-A	60 Nos	21.	Eltron P-310 (Black & Color)	-	04 Nos	
3.	HP 1300	13-A	30 Nos	22.	HP-15A	48-A	20 Nos	
4.	HP-712DN	14-A	10 Nos	23.	Color Toner Set HP M254DW		on requirement	
5.	HP 1200	15-A	25 Nos	24.				
6.	HP-404dn	76-A	50 Nos	25.	Color Toner Set HP M255DW			
7.	HP-404dn	59-A	40 Nos	26.				
8.	HP 402DN & HP 402N	26-A	250 Nos	27.	Color Toner Set HP CP 2025			
9.	HP 1005	35-A	20 Nos	28.	Color Toner Set HP M254NW			
10.	HP 1505	36-A	20 Nos	29.	Color Toner Set HP MFP 477FDW & FNW			
11.	HP 1320	49-A	20 Nos	30.	Color Toner Set HP M451NW			
12.	HP 2015	53-A	10 Nos	31.	Color Toner Set HP 451& 452DN			
13.	HP 606DN	81-A	10 Nos	32.	Color Toner Set HP M351a			
14.	HP 400/401	80-A	60 Nos	33.	Color Toner Set HP 251nw			
15.	HP P1606 DN	78-A	80 Nos	34.	Color Toner Set HP 277dw			
16.	HP 102A	17-A	20 Nos	35.	Color Toner Set HP CP 1215			
17.	HP 102A Drum Kit)	19-A	20 Nos	36.	Color Toner Set HP 454dw			
18.	HP-137FNW	107-A	05	Separate rates of each color cartridge (Black, Yellow, Magenta and Cyan) may also be mentioned for above mentioned Printers				
19.	HP-9050	43-X	05					
20.	HP 1102	85-A	100Nos					

TERMS AND CONDITIONS

- HP or equivalent authorized dealers (not black listed), registered with Sales Tax Department are eligible to quote the bid for HP or equivalent toners. Interested firms must attach copies of Sales Tax Number, Registration Certificate, Vendor Number and NTN, etc.
- Vendor must quote prices in Pak Rupees including all taxes.
- The firms offering quotation for HP or equivalent toners must provide certificate for authorized supplier of HP toners or equivalent and provide affidavit on Stamp Paper that Toners are of original HP made or equivalent and not local made, refilled or refurbished.
- **Quantity of the items can be increased or decreased.**
- **Rates offered by the firms will remain valid till 30-06-2023.**
- The procuring agency reserve the right to retrench the amount involved in supply of non genuine / refilled toners from the bill of the supplier.
- Competent authority reserves the right to accept, reject all quotations in partial or full. Upon request procuring agency, will communicate the reasons or grounds for bid rejection.
- Call deposits in favour of the **D.D.O. K-Block Pak Secretariat, Islamabad, @ 4% (four percent)** of total bid must be attached with quotations. The firm who does not submit call deposit / earnest money, will not be considered in the tender.
- In case of any dispute regarding the terms and conditions and the quality of items, decision of procuring agency will be considered as final.
- Succeeded firm will be bound to supply the toners in Islamabad on short notice but not exceeding more than within 10 days positively after issuance of supply order. Payment will be released against delivery of items as per supply / purchase order upon full satisfaction through AGPR as per government policy.
- The earnest money will be returned to the unsuccessful bidders immediately after finalization of the tender and in case of successful bidder(s), it will be converted into Security Deposit which will be retained till 30-06-2023.

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- If during currency of the period, it is found that sub-standard items or not-genuine / refilled toners / cartridges are supplied, the contract shall be cancelled and Security Deposit shall be forfeited and the firm shall also be blacklisted.
- The sales Tax Registration Certificate, NTN and Vendor number as well as facilities of telephone / fax lines must be printed on the quotations / bills of the competing firm as AGPR is not accepting bills without such information printed on the bill.
- An affidavit to the effect that the firm has never been indulged in any litigation and has never been blacklisted by any Ministry / Division / Department / Organization of the Government(s) must be attached with the bids.
- Bids in sealed envelope marked **"QUOTATION FOR PURCHASE OF TONERS"** should reach at the following address on **22-08-2022** at **1100 hrs** through registered courier service. Tender will be opened on same date / venue at **1130 hrs** in the presence of bidders / their authorized representative: -

**Director (Admn), "K"-Block
Pak Secretariat, Islamabad**