

WEST BENGAL STATE ELECTION COMMISSION
18, Sarojini Naidu Sarani (Rawdon Street)
Kolkata – 700 017
Ph. No. 2280-5277; FAX- 2280-7373

No. 502-SEC/11C-4/2020(Pt.-III)

Date: 17.05.2023

NOTICE INVITING QUOTATION

Sealed quotations are invited by the West Bengal State Election Commission only from the Authorized Distributor/ Registered Supplies Reseller, having their Registered Office or one of the Branch Offices at Kolkata for supply of genuine Hewlett-Packard (HP) or Brother or Canon or Panasonic Brand toner/ Inkjet Cartridges of different specifications to the Commission. The specification of the toner/ Cartridges is given below;

Sl. No.	Toner Specification	Required Quantity	Unit Price (including GST)	Total Price (including GST)
1	HP 955 XL-Black	2		
2	HP 955 XL-Magenta	1		
3	HP 955 XL-Yellow	1		
4	HP 955 XL-Cyan	1		
5	001 L-6190-Black (ink)	2		
6	001 L-6190- Cyan (ink)	1		
7	001 L-6190- Yellow (ink)	1		
8	001 L-6190- Magenta (ink)	1		
9	Ricoh Toner Black 1230D Xerox Machine Black	2		
10	HP-154A 204A (Black)	2		
11	HP-154A 204A (Cyan)	1		
12	HP-154A 204A(Yellow)	1		
13	HP-154A 204A (Magenta)	1		
14	Tonner-KK FAT 472 for Panasonic MB-2120	1		

2. The intending bidders have to submit their rates in sealed cover in respect of the above items and the quotations are to be dropped in the earmarked box at this Commission at the West Bengal State Election Commission, 18, Sarojini Naidu Sarani (Rawdon Street), 2nd floor, Kolkata-700 017. Quotation dropped directly to the earmarked Box, will be accepted only. Quotations sent by any other ways will not be accepted.

3. Bid submission will start from 11 AM of 18.05.2023. The last date for submitting bid will be on 24.05.2023 by 2 PM and quotation will be opened on 25.05.2023 at 2 PM at this Commission. Bidders or their representatives may remain present at that time of bid opening.

4. Lowest Price Bidder (L1) will be considered for selection from the bidders who will furnish lowest rate for each of the items.

5. Validity of quoted price by the bidder for each item with the above specifications will remain unaltered for the period of 06 months from the date of finalization of the quotation.

6. The Commission reserves the right to cancel / alter the quotation as well as number of item to be supplied, due to unavoidable circumstances, and no claim in this respect will be entertained. While submitting the quotation, if any of the prescribed conditions are not fulfilled or are incomplete in any form or stipulation of any condition by the bidder himself, the quotation is liable to be rejected.
7. The Companies/ supply agencies must supply the original product and will mention the warranty period for the product.
8. Bidders must submit their PAN & Trade License / Authorization for his company as agency etc. The firm should be supplying presently toner/ ink cartridges in any Central or State Govt. Dept., PSUs or Autonomous Bodies.
9. The overall time limit for satisfactory Supply must be one week from the date of the work order. In case of further procurement of the any of such above items Service of the item will have to be provided within 24 (twenty four) hours, when called for.
10. The supplier shall be responsible for supply of poor quality/ duplicate/ outdated products, if any.

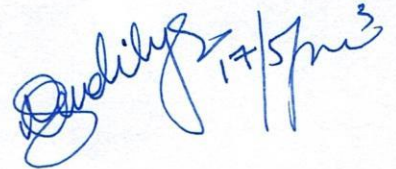


Secretary
West Bengal State Election Commission

No. 502/1(1)-SEC/11C-4/2020(Pt.-III)

Date: 17.05.2023

Copy forwarded to the Accounts Officer, West Bengal State Election Commission for information and necessary action.



Secretary
West Bengal State Election Commission