



Govt. of Bihar  
Deptt. Of Health & Family Welfare  
**State Health Society, Bihar**  
Pariwar Kalyan Bhawan, Sheikhpura, Patna-14



**Short Term Tender Notice for Supply of Various Cartridges**

Sealed bids are invited from the authorized distributors/reputed agencies for supply of HP Laser Jet Printer Cartridge as per requirement. Interested agencies should quote their rates typed (Hand written quotation not allowed) in the format. Bids received in any other format will not be considered. Last date for submitting the complete tender document is 28 November 14 (3 PM) through Registered Post/ Speed Post. The bid shall be opened on same day (4 PM) at SHSB in the presence of the parties those who wish to participate. SHSB reserves the right to accept or reject any offer/all offers without assigning any reason. For all enquiries the interested agencies may contact Con- I/c HK, Tel no.0612-2281545 during office hours on all working days. Details of the tender can be obtained from our website ([www.statehealthsocietybihar.org](http://www.statehealthsocietybihar.org)).

**Eligibility Criteria:**

Tenders in one large envelope marked as “Bid for Supply of Cartridge” containing two separate sealed envelopes:

- 1) Envelope ‘A’ marked with “Technical Bid for Supply of Cartridge”
- 2) Envelope ‘B’ marked with “Financial Bid for Supply of Cartridge”

**Financial Bids of only those tenderers, who qualify in the technical bid, will be opened**

Interested agencies must enclose the following credentials in the Technical Bid marked as Cover ‘A’:

1. Requisite document showing three years of market standing as Cartridge/Stationery supplier.
2. VAT No of the Agency.
3. Copy of PAN card.
4. Self attested copy of Income Tax Return for three last assessment year (2013-14, 2012-13, 2011-12).
5. Annual turnover of Rs 10 Lacs in the last three years.
6. Demand Draft of Rs. 10,000/- (Ten Thousand Only- Refundable after tender allotment) in favour of State Health Society, Bihar payable at Patna.

Financial Bid, marked as Cover ‘B’:

Financial bid should be given in the format as below:

**Format for Financial Bid**

<u>SN</u>	<u>Description</u>	<u>Price in Rs (Figure)</u>	<u>Price in Rs (Word)</u>
1	Printer Cartridge-88A-HP Printer P1007 Per Pc		
2	Printer Cartridge-12A-HP Printer P1020 Per Pc		
3	Printer Cartridge-CB-540A-HP Printer CP 1515N Per Pc		
4	Printer Cartridge-CB-541A-HP Printer CP 1515N Per Pc		
5	Printer Cartridge-CB-542A-HP Printer CP 1515N Per Pc		
6	Printer Cartridge-CB-543A-HP Printer CP 1515N Per Pc		
7	Printer Cartridge-CB-316ZZ-HP Printer 862 Black Per Pc		
8	Printer Cartridge-CB-318ZZ-HP Printer 862 Cyan Per Pc		
9	Printer Cartridge-CB-319ZZ-HP Printer 862 Magenta Per Pc		
10	Printer Cartridge-CB-320ZZ-HP Printer 862 Yellow Per Pc		
11	Printer Cartridge-CE110A-HP Printer CP 1025 Black Per Pc		
12	Printer Cartridge-CE311A-HP Printer CP 1025 Cyan Per Pc		
13	Printer Cartridge-CE312A-HP Printer CP 1025 Yellow Per Pc		
14	Printer Cartridge-CE313A-HP Printer CP 1025 Magenta Per Pc		

**Terms & Conditions:**

1. Rates quoted must be inclusive of all taxes and shall be valid till 31.03.16. Quoted price should not exceed beyond MRP.
2. The supply at SHS office should be made maximum within 10 days of receipt of supply order (excluding holiday) failing which a penalty @ of 1/2% (half percent) of the total work order amount will be levied per day (subject to maximum of 10% of the rates of material supplied). All the items should be supplied to this office for which no other charges will be given.
3. Penalty will be imposed (as decided by SHSB) for non compliance of work order. The items supplied should be as per specification of tender.
4. Selected agency will have to submit Demand Draft worth Rs 10000/- (Ten Thousand Only) which will be as Performance Guarantee (interest free) and shall be refunded when tender period is over.
5. TDS shall be deducted at prescribed norms on the payable amount if applicable.
6. Affidavit of not being blacklisted by any Agency/Govt. Organisation

\*\* Note: Approx annual consumption of 88 A cartridges is 250 Pcs and for others it is around 10 Pcs.

Executive Director