

**KERALA STATE CENTRE FOR ADVANCED PRINTING & TRAINING
THIRUVANANTHAPURAM**

QUOTATION NOTICE

Ref: C-apt/1319/2024-M1(MTL)

Quotation No. **115/24-25/MTL**

Dated : 03.10.2024

Sealed quotations are invited for the supply of the materials specified in the schedule attached below/overleaf. The rates quoted should be for delivery of the articles at the places mentioned below the schedule. The necessary superscription, the due date for the receipt of quotations, the date upto which the rates will have to remain firm for acceptance and name and address of officer to whom the quotation is to be sent are noted below. Any quotation received after the time fixed on the due date is liable to be rejected. The maximum period required for delivery of the articles should also be mentioned.

The acceptance of the quotations will be subject to the following conditions:-

1. Acceptance of the quotation constitutes a concluded contract. Nevertheless, the successful tenderer must within a fortnight/a month after the acceptance of his quotation furnish 5 percent of the amount of the contract as security deposit and execute an agreement at his own cost for the satisfactory fulfillment of the contract if so required.
2. Withdrawal from the quotation after it is accepted or failure to supply within a specified time or according to specifications will entail cancellation of the order and purchases being made at the offerer's expense from elsewhere, any loss incurred there by being payable by the defaulting party. In such an event the Centre reserves also the right to remove the defaulter's name from the list of our suppliers permanently or for a specified number of years.
3. Samples, duly listed, should be forwarded wherever possible under separate cover and unapproved samples got back as early as possible by the offerers at their own expense and the Centre will not be liable for any expense on account of the value of the samples or their transport charges etc. In case, the samples are sent by railway, the railway receipt should be sent separately, and not along with the quotation since the quotation will be opened only on the appointed day and demurrage will have to be paid if the railway parcels are not cleared in time. The approved samples may or may not be returned at the discretion of the undersigned. Samples sent by V.P. Post or freight to pay will not be accepted.
4. No representation for enhancement of price once accepted will be considered during the currency of the contract.
5. Any attempt on the part of the tenderers or their agents to influence the officers concerned in their favor by personal canvassing will disqualify the tenderers.
6. If any license of permit is required, tenderer must specify it in their quotation and also state the authority to whom application is to be made.
7. The quotation may be for the entire or part supplies. But the tenderers should be prepared to carry out such portion of the supplies included in the quotations as may be allotted to them.
8. The prices quoted should be inclusive of all taxes, duties cesses etc. which are or may become payable by the contractor under existing or future law or rules of the country or origin/supply or delivery during the course of execution of the contract.
9. The tenderer shall quote also the percentage of rebate (discount) offered by them in case the payment is made promptly within fifteen days/within one month of taking delivery of stores.
10. Special conditions, if any, printed on the quotation sheets of the tenderer or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the purchaser

Superscription: Quotation No. **115/24-25/MTL**

For the Refilling of **Laser Printer Toners**

Due date and time for: **08.10.2024, 11.00 AM**
Receipt of quotations

Due date and time for: **08.10.2024, 11.30 AM**
Opening of quotations

Date up to which the : **08.10.2024**
Rates are to remain
Firm for acceptance

Designation and Address of Officer to whom the quotation is to be addressed: The Managing Director,
Kerala State C-apt,
Head Office Complex,
Vattiyoorkavu,
Thiruvananthapuram.

Item Description	Quantity	Rate ₹
Laser printer toner re-filling Laser Printers (Model 337/925/88A/278/326/1006/36) and any other similar Laser printers. Drum / Wiper Blade / Magnetic Rollers / Doctor Blade, Springs and other associated spares to be changed as and when required.	1 Nos.	

Terms & Conditions

1. The item should be supplied maximum within 1 week from the date of receipt of order.
2. Rates should be inclusive of GST and Valid for 1 Year.
3. Delivery at C-apt, Head Office Complex, Vattiyoorkkavu.
4. Payment after satisfactory supply.

Place: Thiruvananthapuram

Date: 03.10.2024

SD/-

Managing Director

Tender Inviting Authority