

BUREAU OF INDIAN STANDARDS
'MANAKALAYA', E-9, MIDC, ROAD NO.8,
ANDHERI (EAST), MUMBAI-400093
TELEPHONE NOS: 28329295, 28320552

Our Ref: WRO/Admn/4:1(D)
Subject : Disposal of obsolete printer cartridges

13 Feb 2008

Dear Sirs,

Bureau of Indian Standards, Mumbai intends to award annual rate contract for disposal of obsolete printer cartridges as listed in the Annexure-1, which is enclosed. The award of contract shall go to the highest bidder on the terms and conditions mentioned below. You are requested to submit your quotation as per Annexure – 1 enclosed. Quotation not meeting the following terms and conditions would be rejected.

a) Quotation in sealed cover superscribed "Quotation for obsolete printer cartridges" should reach the Section Officer(Admn) latest by **1400h on 04 March 2008**. The same shall be opened at 1500h on the same day or on the next working day. Tenderer or his authorized representative may be present at the time of opening of the quotation.

b) All quotations shall remain open for acceptance for a period of 30 days from the date of opening of quotations.

c) Earnest Money of Rs 1,000.00 through demand draft in favour of Bureau of Indian Standards, Mumbai should be enclosed with the quotation. The said amount shall be refunded in the event of non-acceptance of the quotation. The quotation of such tenderer who do not deposit the Earnest Money shall be rejected. Cheques shall not be accepted. No interest shall be payable on Earnest Money.

d) Earnest Money deposited by the successful tenderer shall be retained by the Bureau as security and would be adjusted against full payment. For other parties, it shall be refunded after finalization of tender.

e) The successful tenderer shall have to take delivery of the material as advised by the undersigned, on any working day during office hours against full payment in advance. Failing which the accumulated material will be disposed off by the Bureau without any notice.

f) In the process of removing the items from our store, the tenderer will be responsible for loss of any property of the Bureau due to negligence on his part or on the part of his representatives and the amount of loss shall be recovered from the tenderer.

g) The tenderer will have to remove the entire lot of material "**As is Where is Basis**".

h) BIS reserves the right to reject any or all the tenders if situation so arises with the approval of the Competent Authority of BIS.

j) Bureau have no responsibility for delay, lost and non-receipt of quotation after despatch.

k) In case of non-compliance of stipulated terms and conditions of the contract or failing to lift the material in time, contract shall be cancelled.

l) In case of any dispute, the decision of the Deputy Director General of the Bureau of Indian Standards, Mumbai shall be final.

m) Jurisdiction, Mumbai courts.

Thanking you,

Yours faithfully,

Section Officer(Admn)

Encl: as above

ANNEXURE

LIST OF ITEMS

SL.NO	NAME OF ITEMS	UNIT	RATE TO BE QUOTED (RS) WITH BOX	RATE TO BE QUOTED (RS) WITHOUT BOX
1	Q 2624 A	Per Piece		
2	C 4092 A	Per Piece		
3	C 7115 A	Per Piece		
4	C 4127 X	Per Piece		
5	Q 2612 A	Per Piece		
6	Q 7516 A	Per Piece		

Signature

Name and address

Date:

