

Short Term Tender Notice

Jammu and Kashmir Entrepreneurship Development Institute (JKEDI), Invites sealed quotations affixed with Revenue Stamp of ₹6/- and accompanied with CDR of ₹2,000/- (Rupees two Thousand Only) pledged to Director, J&KEDI, Pampore from authorized dealers/ firms to submit their bids for refilling of used toner/ cartridges with following specifications;

S.No.	Make	Specification
1.	HP	HP 88A, HP 12A, HP 05A
2.	Canon	Canon 328, Canon 337

The sealed quotations, in complete form, should reach the office of Head, Estates- Utilities & Support of Institute by or before **April 20, 2017**, up to 2 p.m. and shall be opened on the same day at 3 p.m. or any other day convenient to Purchasing Committee of the Institute in presence of the bidders who wish to be present.

Terms & Conditions:

- i. The vendor should be a sole proprietary / partnership firm or company and should have been in operation/ existence for more than 5 years. Documents supporting should be furnished with the tender document.
- ii. The sealed quotations shall also contain photocopies of PAN card, TIN certificate, firm registration certificate & Dealer/ Distributor authorization certificate.
- iii. The refilling has to be done within the **03** days from the date of receipt of order from the Institute, failing which a penalty of 0.5% of total amount shall be chargeable.
- iv. The rates quoted shall be F.O.R JKEDI, Sempora, Pampore.
- v. The rates quoted should be inclusive of all relevant taxes, octroi, freight, handling charges and/or other duties and levies etc.
- vi. The cost offer of the bidder should be written clearly and legibly, both in figures and words.
- vii. The refilled toner/ cartridges shall give good results and should not damage the films of the printers. If the results of the refilled toners/ cartridges are not found satisfactorily whole supplies shall be rejected by the competent authority.
- viii. The bidders in their own interest shall also quote prices of drums of respective toners/cartridges, if same needs to be replaced.
- ix. The Institute shall deduct all applicable taxes at source.

**Head
Estates-Utilities & Support**



JAMMU & KASHMIR
ENTREPRENEURSHIP DEVELOPMENT
INSTITUTE

Kashmir

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Contact: 0191-2474512
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Ladakh

Govt Industrial Estate,
Opposite Airport, Leh
Contact: 01982-252239

www.jkedi.org