

**Principal Accounts Office
Ministry of Agriculture
16-A, Akbar Road
New Delhi**

F.No. Pr.AO/System Gr./CDN/2014-15/

Dated: 19-06-2014

Notice Inviting Quotation

**Sub: - Purchase of Cartridges for Printers, Fax - Machine & Photo state
Machine**

Sealed Quotation, on behalf of the Chief Controller of Accounts, is invited from reputed firms/Agencies for providing different model of Cartridges given in table during the current financial year 2014-15, as per terms and conditions attached.

Sr. No.	Cartridge Model No.
Printer	
1.	Canon-308 (Black)
2.	HP-88A (Black)
3.	HP- 15A (Black)
4.	HP- 12A (Black)
5.	HP- 310A (Black)
6.	HP- 901 (Black)
7.	HP- 311A (Colour)
8.	HP- 312A (Colour)
9.	HP- 313A (Colour)
10.	HP- 901 (Colour)
11.	Samsung TD 1041
Fax Machine	
1.	TN-2050 for Brother Fax 2820
2.	Carbon Ribon Roller
Photo stat Machine	
1.	AT-235 for Sharp-AR-5618-N
2.	AR-202 for Sharp-AR-5516-D
3.	320 for Cannon-D1150

2. Schedule:

- i. Last date and Time for receipt of Quotations: **05-07-2014 at 3.00 PM**
- ii. Date & Time for opening Bids: **05-07-2014 at 3.30 PM**
- iii. Place of opening the Tender: **Room No. 135, Pr.AO
[Admn.], 16-A, Akbar Road, New Delhi**

3. Interested Agency may put the Quotations document complete in all respect by 05-07-2014 upto 3.00 PM in the Tender Box kept in Principal Accounts Office, Ministry of Agriculture, 16-A, Akbar Road, New Delhi-110011. The Quotations shall not be entertained after the deadline under any circumstances, whatsoever.

4. Terms and Conditions:

- i. The Tax Deduction at source (TDS) and Education Cess as applicable shall be deducted as per the provisions of Income Tax Department.
- ii. There is no provision for Advance Payment.
- iii. Product should be Genuine and shield packed with holograms.
- iv. The Agency shall raise the bill, in triplicate, duly pre-receipted on Revenue Stamp of Re. 1/- .
- v. Settlement of disputes will be as per Indian Arbitration and Conciliation Act-1966 and venue will be the Principal Accounts office, M/o Agriculture, 16-A, Akbar Road, New Delhi.
- vi. The Head of Department reserves the right to withdraw/relax any of the terms and conditions mentioned above so as to overcome the problems encountered by contracting parties.

5. This office reserves the right to amend or withdraw any of the terms and conditions contained in the Quotations Document or to reject any or all Quotations without giving any notice or assigning any reason. The decision of the Head of Department of this office in this regard shall be final and binding on all.

Pay & Accounts Officer (CDN.)