

F.No.27-(2)/2013-Gen.
Government of India
Ministry of Agriculture & Farmers Welfare
Deptt. Of Agri., Coopn. & Farmers Welfare
Directorate of Extension
Krishi Vistar Bhawan, Pusa
New Delhi-110 012.

Dated the 2nd Nov., 2015.

To,
M/s

Sub: Recycling of Computer Printer Cartridges of Directorate of Extension – Rate Contract reg.

Sir,

This Directorate intends to recycling the following computer printer cartridges on as and when required basis.

Sl. No.	Company Name	Cartridges Particular
1.	HP	2612-A
		88-A
		C-8061A
		HP-15 & 17
2.	SAMSUNG	MLT-108s
		SCX-4521D (MLTD S-119)
		SP-XT-3115
3.	KONICA	1300/1350-KM
4.	KONICA	5400-Black/-Color Cartridge-

If you are interested and in a position to undertake the said task as per the Terms & Conditions annexed with this letter, you may submit your minimum rates in a sealed cover super – scribing “Quotation for recycling of printer cartridges” addressed to the Joint Director (Extn.) Room no.202, Directorate of Extension, Krishi Vistar Sadan, IARI Campus, Pusa, New Delhi-110012. Telephone no.-25842680.

Your quotation should reach this office on or before 20.11.2015 at 11.00 AM. The quotations will be open at 11.30 AM on the same date i.e. 20.11.2015 in Room No. 202, Krishi Vistar Sadan, Pusa, New Delhi -110012.

Yours faithfully,

(Ruma Ahuja)
Asstt. Admn. Officer

TERMS & CONDITIONS

1. Rates for all type of cartridges should be quoted.
2. Rate quoted shall remain valid for one year from the date of award of contract.
3. VAT/TAX if any should be mentioned separately.
4. All recycling of empty cartridges will be done in Krishi Vistar Bhawan / Krishi Vistar Sadan / Krishi Bhawan whenever required.
5. Recycled cartridge should print at least 4000 papers.
6. Recycled cartridge should not damage the head of printer and there should be no leakage of ink. If recycled cartridge cause damage to printer, the repairing charges would be deducted from the total due amount.
7. Recycling of empty cartridge to be done within 24 hours of intimation.
8. Monthly/quarterly payment shall be made by cheque after submission of pre-receipted bill in duplicate signed across a revenue stamp duly affixed on it.

The quotation should reach the office of Joint Director (Extn.) Krishi Vistar Sadan latest by 20.11.2015 up to 11:00 AM

Quotation received by due date and time will be opened on same day at 11:30 AM in the office of Joint Director (Extn.) Room No.202, Krishi Vistar Sadan, IARI Campus, Pusa, New Delhi-110012 in the presence of representatives of the firms submitted quotations.

Director (Admin) reserves the right to accept or reject any quotation in full or part without assigning any reasons whatsoever.

Asstt. Admn. Officer