

New Delhi, the 21st January, 2015

QUOTATIONS/TENDER NOTICE

Subject: Supplying and installation of Printers and UPS.

The undersigned is directed to invite Quotations/Tenders from authorized firms for supply of Printers and UPS as per the format of Quotation (**Annexure-I**).

2. Interested firms/subjects may send their quotation/tender quoting rates at which they would be able to supply and install above mentioned items in Cabinet Secretariat, Rashtrapati Bhavan, New Delhi, as per terms and conditions at **Annexure-II**.

3. The cover containing the quotations/tenders should be sealed and superscribed "**Quotations/tenders for Printers and UPS**" and should be addressed to the Under Secretary (Admn), Cabinet Secretariat, Rashtrapati Bhavan, New Delhi and put in the **Tender Box kept in the Reception of Cabinet Secretariat, Rashtrapati Bhavan, New Delhi**. The quotation/tenders received after the last date and time prescribed and or received in any manner other than through Tender Box would not be opened and would be summarily rejected. The schedule of receipt and opening of quotation is as under:-

Last Date and Time for receipt of Quotations/Tenders: 12th February, 2015 (3:00 PM)

Dated & Time of opening of Quotations/Tenders: 12th February, 2015 (3:30 PM)

4. A bank draft of Rs. 5,000/- (Rupees Five Thousand only) in favour of DDO, Cabinet Secretariat, as earnest money is also to be deposited along with the quotation/tender.

5. The quotations/tenders will be opened in the presence of the tenders or their authorized representatives who may like to be present at the time of opening the tender.

6. The Cabinet Secretariat reserves the right to reject any or all the quotations without assigning reason therefore.


(Nilratan Das)

Under Secretary to the Govt. of India

1. Tech. Director(NIC), Cabinet Secretariat, Rashtrapati Bhavan, New Delhi. The aforesaid letter may kindly be uploaded in a non-editable version on this Secretariat's official website www.cabsec.nic.in and www.eprocure.gov.in.
2. All Ministries and Departments of Govt. of India located at New Delhi/Delhi with the request that the firms/contractors engaged by them for the purpose may be requested to submit their bids, if interested.



Annexure-I

Sl. No.	Items	Quantity	Warranty	Amount		
				Rate	Tax	Total
1.	Printers: Printer – HP – 1108 HP Officejet Pro X576dw Multifunction Printer	17 1				
2.	UPS: UPS – 1100 V A	13				

**Signature of the authorized signatory of
the tenderer with date and seal of the firm**

TERMS AND CONDITIONS

1. The invitation is open to all authorized dealers/firms of OEMs in Delhi/New Delhi, having PAN/TAN/VAT registration.
2. The firm should be in position to supply and install the items immediately on placing of orders.
3. The firms may please quote their unconditional rates which will not be allowed to be altered or negotiable.
4. Cabinet Secretariat reserves the right to reject any or all the quotation in full or part without assigning any reason therefore and without giving any compensation. The decision of Cabinet Secretariat in this regard shall be final and binding on all.
5. The firm should not have been black listed by Ministry/Departments and other Govt. Organization. An undertaking to this effect should be furnished in non-judicial stamp paper of Rs. 10 (Ten).

Signature of Authorized representative
of the firm with dated and seal

