

UNIVERSITY OF CALICUT
(Purchase Division)

No:59269/PURCHASE-ASST-A2/2016/Admn

Calicut University. P.O.,

Dated 03.07.2018

TENDER NOTICE

Sealed and superscribed competitive tenders are invited by the Registrar, University of Calicut, from authorised service providers of Brother Printers for toner refilling and drum unit replacement of various models of Brother Printers (Given in the schedule below) in the University offices/departments for a period of one year on rate contract basis.

The rates, inclusive of GST and other charges if any, should be quoted against each item in the schedule of items given below.

Tender Notice	59269/PURCHASE-ASST- A2/2016/Admn 03.07.2018
Last date and time for receipt of the tender	19.07.2018 4: 00 p.m.
Date and time of opening of the tender	20.07.2018 11:00 a.m.
Designation and address of the officer to whom the tender is to be addressed	The Deputy Registrar, Purchase Division, University of Calicut, Calicut University P.O., Thenhipalam, Malappuram Dt. PIN 673635 PH: 0494-2407130/60
Superscription	59269/PURCHASE-ASST- A2/2016/Admn 03.07.2018 Tender for servicing Brother Printers

The tender form can be downloaded along with general conditions from the University website (www.universityofcalicut.info). Sealed tenders with cost of tender form of **Rs. 448/- (inclusive of 12 % GST) and EMD of Rs.1500/-** in two separate demand drafts in favour of the Finance Officer should be submitted along with the tender documents.

The necessary superscription, due date for the receipt for tenders and the name and address of officer to whom the tender is to be sent are given in the table above. Any bids received after the time fixed on the due date will be rejected.

Schedule of item

Sl.No	Printer Model	Toner refilling rate including tax (Rs)	Drum replacement rate including tax (Rs)
1	Brother HL 2130		
2	Brother HL 2230		
3	Brother HLL 2361 DN		
4	Brother HLL 2321 D		

Terms & Conditions

1. The bidders should be an authorized service providers of the Brother Printers and the proof thereof should be furnished in the tender.
2. The bidder should be a firm with GST registration.
3. The bidder should quote the rate for refilling, drum replacement of each model of printers.
4. The successful bidder shall furnish a security deposit of Rs.3,000/- in the form of a fixed deposit receipt or bank gaurantee.
5. The successful bidder should refill the toner from University Centre itself and cartridges shall not be taken outside for refilling, drum replacement etc;
6. The successful bidder shall attend service call within 24 hours.
7. The bidder should have local presence with service centre in Kerala.
8. The bidder should use genuine products for refilling, drum replacement of the catridges.
9. Any attempt on the part of the bidders or their agents to influence the Officers concerned in their favour by personal canvassing will disqualify the tenderers.
10. Special conditions, if any, printed on the quotation sheets of the tenderer or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the University.
11. The University of Calicut reserves the right to conclude more than one rate contract for the same item.
12. The University of Calicut as well as the supplier may withdraw the rate contract by serving notice to each other with a notice period of thirty days.
13. The University of Calicut if it feels so can renegotiate the price with the rate contract holders.
14. In case of emergency, the University may purchase the same item through ad hoc contract with a new supplier.
15. The University is entitled to place supply orders up to the last day of the validity of the rate contract and, though supplies against such supply orders will be effected beyond the validity period of the rate contract, all such supplies will be guided by the terms & conditions of this rate contract.
16. If the rate contract holder reduces its price or sells or even offers to sell the rate contracted goods following conditions of sale similar to those of the rate contract, at a price lower than the rate contract price, to any person or organization during the currency of the rate contract, the rate contract price will be automatically reduced with effect from that date for all the subsequent supplies under the rate contract and the rate contract amended accordingly.
17. The final acceptance of the tender/quotation rests entirely with the University of Calicut who do not bind themselves to accept the lowest or any tender. But the tenderers on their part should be prepared to carry out such portion of the supplies included in their tenders as may be allotted to them.



Deputy Registrar (Purchase Division)

For Registrar