

BID FORM FOR SUPPLY OF TONERS & INK CARTRIDGES

Sealed Quotations are invited from active GST registered firms having HP and Canon partnership for the procurement of the following Canon/HP Toners and ink Cartridges:

Sr.No.	SPECIFICATIONS	QTY	Quoted Per Item Rate (Rs.) (including all taxes) (Figures)	Quoted Per Item Rate (Rs.) (including all taxes) (Words)
1	Ink Cartridge HP 4844a Black	5		
2	Ink Cartridge HP 51645a Black	5		
3	Ink Cartridge HP 6578a Color	5		
4	Ink Cartridge HP 4911 Cyan	2		
5	Ink Cartridge HP 4912 Magenta	2		
6	Ink Cartridge HP 4810 Black	3		
7	Ink Cartridge HP 4811 Cyan	2		
8	Ink Cartridge HP 4812 Magenta	2		
9	Ink Cartridge HP 4813 Yellow	2		
10	Ink Cartridge HP 920 Black	2		
11	Ink Cartridge HP 920 Cyan	8		
12	Ink Cartridge HP 920 Magenta	8		
13	Ink Cartridge HP 920 Yellow	8		
14	Ink Cartridge HP 932 Black	8		
15	Ink Cartridge HP 933 Cyan	8		
16	Ink Cartridge HP 933 Magenta	8		
17	Ink Cartridge HP 933 Yellow	8		
18	Ink Cartridge HP 96 Black	8		
19	Ink Cartridge HP 97 Color	8		
20	Toner HP 12-A	4		
21	Toner HP 26-A	4		
22	Toner HP 53-A	4		
23	Toner HP 201-A Black	3		
24	Toner HP 201-A Cyan	3		
25	Toner HP 201-A Magenta	3		
26	Toner HP 201-A Yellow	3		
27	Toner HP 130-A Black	1		

28	Toner HP 130-A Cyan	1		
29	Toner HP 130-A Magenta	1		
30	Toner HP 130-A Yellow	1		
31	Ink Tank for Canon Plotter iPF 831 PFI 8307 (700 ml) Black	1		
32	Ink Tank for Canon Plotter iPF 831 PFI 8307 (700 ml) Mate Black	1		
33	Ink Tank for Canon Plotter iPF 831 PFI 8307 (330 ml) Cyan	1		
34	Ink Tank for Canon Plotter iPF 831 PFI 8307 (330 ml) Magenta	1		
35	Ink Tank for Canon Plotter iPF 831 PFI 8307 (330 ml) Yellow	1		
36	Print Head PF-04 for Canon Plotter iPF 831	1		

TERMS & CONDITIONS:

1. Sealed quotations can be submitted on or before **February 28, 2018** up to **1400 hours** at address given below along with **Rs. 25,000/-** earnest money in the form of pay order/bank draft in the name of National Engineering Services (Pvt.) Limited. Quotations will be opened on the same day at **1430 hours**. Pay order of supplier approved by the committee will be retained till completion of supply order. In case of non-compliance of the purchase order, earnest money will be forfeited and purchase order will be treated as cancelled.
2. Quotations received without earnest money and after due date and time shall not be entertained.
3. Quotation provided for each item shall be inclusive of all taxes.
4. The bids shall be valid for six months from bid opening date. The purchase order shall be issued independently to the lowest bidder of each item.
5. Supply of said items shall be made within two weeks of issuance of purchase order by NESPAK.
6. NESPAK reserves the right to increase/ decrease quantity of each item.
7. Repeat order may be placed within 6 months of bid opening date.
8. No advance payment shall be made by NESPAK, Payment will be released within four weeks of supply of approved stock as per purchase order.
9. Sales Tax, Income Tax and all other Taxes as may be applicable shall be deducted as per Government rules.
10. This tender is available on **NESPAK** (www.nespak.com.pk) and **PPRA** (www.ppra.org.pk) website.
11. Interested suppliers must attach the following certificates (copies) along with quotation; otherwise quotations will not be entertained.
 - GST & NTN
 - Authorized Active HP Tier 1/2/Gold/Silver Partnership Certificates (The Partnership certificates should be verified from the Principal)

Office Manager (Administration)
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