



CIN - U40108CT2003SGC015820

CHHATTISGARH STATE POWER TRANSMISSION COMPANY LIMITED

छत्तीसगढ़ राज्य विद्युत पारेण कम्पनी मर्यादित
(C.G. Govt. Undertaking) (छत्तीसगढ़ भासन का एक उपक्रम)

CHHATTISGARH STATE LOAD DESPATCH CENTRE: RAIPUR

छत्तीसगढ़ राज्य भार प्रेशन केन्द्र, रायपुर
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No.03-02/Pur/Enq.- 278 / 1861

Raipur, Dtd. 07 DEC 2017

To,

Sub: Enquiry for Procurement of Toner cartridges for RiCOH-SP C730 DN printer of SCADA system installed in Control Room of SLDC Raipur.

Sealed quotation are invited from the eligible suppliers registered with any of the power company to supply the following materials :-

S.No.	Particulars	Qty.	Rate for per Cartridge	GST @....Rate	Total rate for Cartridge
01	RiCOH-SP C730 DN, Black Cartridge	01 No.			
02	RiCOH-SP C730 DN, Cyan Cartridge	01 No.			
03	RiCOH-SP C730 DN, Magenta Cartridge	01 No.			
04	Total final rate for Cartridge in Rs.				

Other terms and conditions as shown below: -

- (1) **Due Date & Validity:** - The offer should reach in this office by 3:30 PM on date **28.12.2017 (Thursday)** and the Company CSPTCL will not be responsible for quotation sent by post/courier delay in any case whatsoever. The supplier are requested to make sure that the quotations are submitted in time & should remain open/valid for acceptance for a period of 60 days from the date of opening. Validity of your offer should be clearly mentioned. Quotation received after the date fixed for receipt will not be considered and shall be returned to the parties un-opened.
The quotation should be sealed and shall have prominently super scribed on its cover the earnest money, due date, subject and Sales Tax registration number and reference on the enquiry failing which quotations will be rejected. Even otherwise the Company reserves the right to accept or reject any or all of the quotations without assigning any reasons thereof.
The quotation should be made on printed letterhead only. Quotation on the plain paper will not be considered and rejected.
- (2) **Earnest Money:** - The quotation should accompany earnest money worth **Rs. 250/- only** in the shape of TDR/FDR/ DD etc., drawn in favour of **Manager (RAO-HQ), CSPTransCL, Raipur**. The quotation received without the requisite earnest money shall not be opened and returned unless otherwise exempted by the Company as per rule. The details of earnest money deposit should be clearly super scribed on the sealed cover of the tender otherwise offer will not be opened.
- (3) **The bidder should ensure following points in order to avoid rejection of tender:-**
 - (i) Demand Draft towards EMD OR proof of exemption valid on due date & the same in separate envelope -I.

- (ii) Price bid in Duplicate, complete in all respect as per the price schedule of the enquiry form is to be placed inside **envelope-II**.
- (iii) Further envelope-I& II both are put in **envelope-III** super scribed with the name of work, enquiry specification number, due date of opening, name, address of enquiry with phone & mobile numbers for contact and shall be addressed to "**THE Chief Engineer (LD), SLDC, CSPTCL, RAIPUR**."
- (4) **Prices:-** The prices quoted by you shall be firm in Rupees only, inclusive of all charges like P&F, freight etc. for the delivery of goods F.O.R. "O/o C.E., SLDC, Raipur", Distt. Raipur. In case extra charges are applicable over the above quoted prices, the same should be clearly mentioned separately. **If nothing is mentioned about any of the above the same should be treated inclusive of all and no further correspondence in this regard will be entertained.** It is compulsory for the parties to dispatch the materials on the freight paid basis.
- (5) **Taxes/GST:-** The GSTN registration no. is 22AADCC5773E1ZX , Any other declaration form for the concessions of GST taxes, as may be in force, shall be given after the legal position is verified at our end.
- (6) **Payment:-** 100% payment of the materials will be made within 30 days on the receipt of goods in materials conditions through **Manager (RAO-HQ), CSPTransCL, Raipur** after supply of material & submission of the bills in triplicate.
- (7) **Validity:-** Validity of offer shall be 60 days from the date of opening of bid.
- (8) **GUARANTEE:-**
- (a) The firm will ensure that materials being supplied against the subject order are of desired specification & make. During the warranty period, if any of the material is found defective in manufacturing/ workmanship, the same shall be attended/ replaced immediately free of cost.
- (09) **SECURITY DEPOSIT:-** If the order value exceeds Rs. 30,000/- then the security deposit @ 10% of the total contract value should be furnished to the office in the form of DD in favour of The Manager (RAO-HQ), CSPTCL, Raipur from any scheduled bank or in form of Bank Guarantee. Proforma of Bank Guarantee shall be given to successful party before start of the supply against the order. The Bank Guarantee should be valid for a period of 12/18 months after date of completion of the order to cover guarantee period. The 10% security deposit may be deducted from the supplier's payment if supplier desires so. This must be indicated clearly in the offer.
- (10) **Delivery:-** The materials should be supplied within 60 days of issue of the order.
- (11) **CONSIGNEE:-** The E.E.(O), O/o C.E.(SLDC),CSPTCL, Danganiya, Raipur.
- (12) **Penalty:-** The time for and the date of delivery of stores stipulated in the order will be deemed to be the essence of the tender. In case of any delay in execution of the order, the Company may at its option either (i) recover from the supplier as penalty sum of 0.5% of the price of any stores undelivered up to maximum of 10% (ii) To cancel the order without any liability (iii) To purchase the materials elsewhere at the risk of supplier. In case of suppliers not honouring the order for some reason or other, the Company may debar for future supply.
- (13) **Acceptance/Rejection:-** The undersigned reserved the right to increase / decreases the quantity of items required and accept / reject and offer wholly/partially or accept of any of the tenders considered advantageous to the CSPTransCL without assigning any reasons what so ever.

(14) Quotation shall be opened on the due date 28.12.2017 at 4.00 PM in the presence of the tenderers or their authorized representative whatsoever may be present. If the due date of opening/submission of quotations is declared a holiday by the Govt. or local administration, it will be automatically be shifted to the next working day for which no prior intimation shall be given.

Thanking you,

Yours faithfully,



Chief Engineer (LD)
(SLDC), CSPTransCL, Raipur