



Govt. of Bihar  
Deptt. Of Health & Family Welfare

**State Health Society, Bihar**  
Pariwar Kalyan Bhawan, Sheikhpura, Patna-14



**Tender Notice for Supply of various Cartridges**

Sealed bids are invited from the authorized distributors/reputed agencies for supply of HP Laser Jet Printer Cartridge as per requirement. Interested agencies should quote their rates typed (Hand written quotation not allowed) in the format. Bids received in any other format will not be considered. Details of the tender can be obtained from our website ([www.statehealthsocietybihar.org](http://www.statehealthsocietybihar.org))

**Eligibility Criteria:**

Tenders in one large envelope marked as "Bid for Supply of Cartridge" containing two separate sealed envelopes.

1) Envelope 'A' marked with "Technical Bid for Supply of Cartridge"

2) Envelope 'B' marked with "Financial Bid for Supply of Cartridge"

Financial Bids of only those tenderers, who qualify in the technical bid, will be opened.

Interested agencies must enclose the following credentials in the Technical Bid marked as Cover 'A':

1. Requisite document showing three years of market standing as stationery supplier.
2. Registration No of the Agency.
3. Service Tax Registration No.
4. Copy of PAN card.
5. Audited Statement of Accounts for the last three years.
6. Annual turnover of Rs 10 Lacs in the last three years.
7. Demand Draft/ Bankers Cheque of Rs. 10,000/- (Ten Thousand Only- Refundable-in case of not being selected) in favour of State Health Society, Bihar.

Financial Bid, marked as Cover 'B':

Financial bid should be given in the format as below:

<b>Format for Financial Bid</b>				
<b>SN</b>	<b>List of Stationery Items</b>	<b>Unit</b>	<b>Rates Inclusive of all the taxes</b>	
			<b>(In Figure)</b>	<b>(In Words)</b>
1	Printer Cartridge - 88A - HP Printer P1007	Per Pc		
2	Printer Cartridge - CB 540A- HP Printer CP 1515N	Per Pc		
3	Printer Cartridge - CB 541A- HP Printer CP 1515N	Per Pc		
4	Printer Cartridge - CB 542A- HP Printer CP 1515N	Per Pc		
5	Printer Cartridge - CB 543A- HP Printer CP 1515N	Per Pc		

**Terms & Conditions:**

1. Rates quoted must be inclusive of all taxes and shall be valid till 31.12.12.
2. The supply at SHS office should be made maximum within 15 days of receipt of supply order failing which a penalty @ of 1/2% of the total work order amount will be levied per day (subject to maximum of 10% of the rates of material supplied). All the items should be supplied to this office for which no other charges will be given. The items supplied should be as per specification of tender.
3. Selected party will have to submit Rs 5000/- (Five Thousand Only) as Performance Guarantee.
4. TDS shall be deducted at prescribed norms on the payable amount if applicable.
5. Bid of the previous empanelled agency of SHSB who has not supplied the stationery items to SHSB will not be considered due to non-compliance of supply order.

**Note: Approx annual consumption of 88 A cartridges is 150 Pcs and for others it is around 10 Pcs.**

Last date for submitting the complete tender document is 13 July 2012 (3 PM) through Registered Post/ Speed Post. The bid shall be opened on same day (4.00 PM) at SHSB in the presence of the parties those who wish to participate. SHSB reserves the right to accept or reject any offer/all offers without assigning any reason. For all enquiries the interested agencies may contact Con- I/c HK, Tel no.0612-2281545 during office hours on all working days.

**Executive Director**