

Open Tender

PR NO:- 498521

RFQ NO:-68827

TO,  
M/s \_\_\_\_\_

Name of Work Refiling of Tonner & Replacement of Drum of Printer of VSN  
Do, Visnagar-1, Visnagar-2 and Visnagar city Sdn. Office under Visnagar  
DO.

Nividha No MSNCO/108/2022

Estimate cost.	Rs. 300000.00
Earnest Money.	Rs. 3000.00
Security Deposit.	Rs. 5% of contract Value
Relevant documents (By Registered Post A.D. or Speed Post only) submission date	On or before date 20/08/2022 Up to 18.00 Hrs
Date of opening of Tender fee, EMD cover and Technical Bid physical as well as online(if possible)	Date 22/08/2022 up to 12.00 Hrs
Type of tender	Item Rate.
Tender Fee	Rs. 300.00+18%GST
Time Limit.	24 Month.

Earnest money deposit will be accepted in cash or by demand draft on any schedule bank at VISNAGAR in favor of UTTAR GUJARAT VIJ COMPANY LIMITED, cheques or Bank guarantee will not be accepted.

Tender received through RPAD will be accepted.

SUPDT.ACCTT.  
UGVCL, DO, VISNAGAR.

EXECUTIVE ENGINEER  
UGVCL, DO, VISNAGAR

Division Office: M.N.College Road VISNAGAR-384 315 (North Gujarat)  
Telephone: (02765) 232375, Fax: (02765) 232579  
Website: www.ugvcl.com e-mail: do.vsnee@gebmil.com

**ASSURING THE BEST SERVICES TO OUR VALUED CONSUMERS**

**UTTAR GUJARAT VIJ COMPANY LIMITED,**  
**DIVISION OFFICE, VISNAGAR**  
**SCHEDULE-'B'**

**Subject:- Refiling of Tonner & Replacement of Drum of Printer of VSN Do,Visnagar-1,Visnagar-2 and Visnagar city Sdn. Office under Visnagar DO**

Sr. No.	Make of Printer/Cartridge parts	Total No of refilling of Cartridge/Cartridge Parts replacement (Annually)	Unit.	Rate/Unit (one unit) Without GST tax.	Total Amount.
1	Refilling Charge for Brother 2250, Brother 5350, Brother 7065	500	No		
2	Refilling Charge for <b>Other than Brother</b> 384 (Samsung 4824, Samsung 1610, Samsung 1520, Canon 4320, HP 1008, HP 1015, HP 1020, HP 1200, HP 1319, HP 1320, HP 2015, HP 3050, HP 3052)	400	No		
3	OPC drum replacement for HP, SAMSUNG, and CANON	50	No		
4	WIPER BLADE replacement for HP, SAMSUNG, CANON	30	No		
5	DOCTOR BLADE replacement for HP, SAMSUNG, CANON	30	No		
6	P.C. Roller replacement for HP, SAMSUNG, CANON	20	No		
7	OPC drum replacement for Brother	50	No		

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# UGVCL

## Uttar Gujarat Vij Company Ltd.

8	BLADE replacement for Brother	50	No		
9	Developer Roller replacement for Brother	40	No		
10	OPC DRUM replacement for HO LJ P3015	30	No		
	<b>Bidders offer(+/-) in % (B)</b>				
	<b>Grand Total (C) = A +/- (A*B)</b>				
	<b>Goods and service Tax D= C x GST %</b>				
	<b>GST Rate: ____%</b>				
	<b>SAC Code</b>				
	<b>Grand Total including GST E= C + D</b>				
	<b>Final Offer in RS.=</b>				
	<b>Final Offer RS. In words</b>				
	<b>Total</b>				

The Bidder shall quote Firm Price only. The price quoted will not be subject to any escalation till completion of work.

The Above prices are inclusive of all taxes, levies Duties etc. except Goods & Service Tax (GST). **GST will be paid extra as applicable from time to time on a given taxable goods and /or services**

**Executive Engineer  
UGVCL, Visnagar**

### DO

To be filled in the Tender:

- 1) Tender value (To be filled by the contractor) Rs. \_\_\_\_\_
- 2) Earnest Money Deposit Paid vide receipt No: Date:
- 3) PAN NO: -----
- 4) GST Registration No----- Date:

**Sign. Of Tenderer with Rubber sta**

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**Annexure-“A”**

**Printer Make/Model Cartridge No.**

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C:\Users\guvadmin\Desktop\Tender 02.08.2022\54. Refiling of tonner & rep of Drum of Printer of VSN DO, VSN-1, VSN-2 and VSN CITY may-18.docm

Samsung	4824 MLT – D209 S
Samsung	1610 MTL-D119S / ML 1610D2
Samsung	1520 SCX 4100 D3
canon	4320 FX 9
Brother	5350 TN 3250
Brother	2250 TN 2230 / DR 2255
Brother	7065 TN 2230 / DR 2255
HP 1008	CC3 88A
HP 1015	Q26 12A
HP 1020	Q26 12A
HP 1200	C71 15A
HP 1319	Q26 12A
HP 1320	Q59 49A
HP 2015	Q75 53A
HP 3050	Q26 12A
HP 3052	Q26 12A

**IMPORTANT:**

TENDER DOCUMENTS WILL NOT BE ISSUED IN PHYSICAL FORM. After downloading the tender documents from the website and after filling up the required details, same should be submitted by Registered Post A.D. or by Speed Post ONLY super scribing Tender cover by TENDER INQUIRY NO:-

- (a) Tenders are to be addressed to Executive Engineer: UGVCL. Division Office Visnagar. (Tenders through Courier Service/ Hand Delivery will not be allowed).
- (B) All the relevant documents as per requirement of the Tender also to be submitted physically along with the Tender Fee, EMD cover in sealed cover on OR before date as mentioned in above schedule. The tender documents are to be submitted namely Tender fee/EMD/Technical Bid including terms and condition with all important enclosures of the tender documents in separate covers super scribing the respective covers accordingly along with the tender number.:\_\_ .All such documents should be strictly submitted by RPAD/speed post only. Otherwise the offer will not be considered and no any further communication in the matter will be entertained.
- No tender shall be accepted / opened in any case received after due date and time of receipt of tender irrespective of delay due to postal services or any other reasons and that the UGVCL shall not take any responsibility for late receipt of the tender.

**Note: - 1. Initially, Cover of Tender fee & EMD will be opened. The technical bids of Contractors may be ignored /rejected if tenders are found without appropriate Tender fee & EMD. Bidder**

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**shall submit Technical bid & Price bid in separate cover. And this two bid submit in one cover also.**

The bidder has to confirm & sign with stamp all pages of "GENERAL CONDITIONS OF CONTRACT"

Any technical questions, information & clarification that may be required pertaining to this inquiry should be referred to Executive Engineer: UGVCL. Division Office, VISNAGAR

**Submit following documents with technical bid.**

1. Tender Notice copy (downloaded).
2. Contractor should produce PAN No. copy.
3. Copy of GST registration.

UGVCL reserves the right to reject any OR all tenders without assigning any reasons thereof...

Yours Faithfully

SUPDT.ACCTT.  
UGVCL, DO, VISNAGAR

Executive Engineer  
VISNAGAR

**Contractor's Signature.**

**Conditions to Refiling of Tonner & Replacement of Drum of Printer of VSN Do, Visnagar-1, Visnagar-2 and Visnagar city Sdn. Office under Visnagar DO.**

- The contractor shall have to keep the record of day to day record by taking signature of concern person of each section at time of refilling of tonner.
- **Service Locations –**
- **1) Dy Engineer Visnagar-1 sdn, Visnagar-2 sdn and Visnagar city sdn M N college road ,Near Bapuji Hospital Visnagar, Visnagar do store Vijapur road kada darwaja opp Ramapir temple Visnagar**

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**Submit Following Documents with Technical Bid.**

Technical Bid should be submitted with documents as under, failing to which tender shall be liable for rejection

- (1)** NO ANY EXPERIENCE Work Order Copies required.
- (2)** Attested copy of power of attorney, if any, for signing the bid documents, if partnership firm/company.
- (3) Contractor should produce PAN CARD Copy and GST.**
- (4)** Tender Fee Amt. & EMD amount & DD No. & Date should be mentioned on Cover of Tender fee & EMD with Technical bid cover.
- (5)** In case of non-inclusion of any of the attachment with technical bid, the tender will be liable for rejection
- (6)** Payment of Bills will be made through REAL TIME GROSS SETTLEMENT (RTGS) System while submission of bill prescribed RTGS form shall have to be submitted for each Bill by Contractor/Agency.
- (7)** Contractor shall have to work if required in jurisdiction of any Sub Division under KADI Division.
- (8) Penalty clause:** in case, the work is not completed within the period stipulated in the sub work order, penalty shall be levied at 0.5 per week on the total sub work order subject to maximum 10 % of respective sub work order
- (9).** Intending bidders should submit their tenders after studying all tenders documents carefully and visiting the site for satisfying themselves of actual site conditions, location and accessibility of site and nature, extent of the work involved etc. Submission of tenders implies that bidders have obtained all necessary information and other data required for executing the work.
- (10).**“Price bid” of only qualifying bidders on the basis of Technical bid shall only be opened. Price of bidders, who are not qualified technically as per requirement of technical bid shall not be opened.
- (11).**All the works shall be carried out as per company standard specifications & work quantity may be increase or decrease during actual work within order amount.
- (12).**Tenders, which do not fulfill all or any of the conditions of the tender of incomplete in any respect may liable to rejection.
- (13).**Executive Engineer, UGVCL Visnagar DO, reserves the right to accept or reject any or all tenders without assigning any reason thereof.
- (14).**Income Tax at prevailing rate will be deducted as per Income Tax Act.

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**(15).The rate shall be excluding of GST tax. GST will be applicable as per UGVCL rule.**

**(16).. Any change in rate of GST Tax shall be entertained during contractual period of contract**

**(17).UGVCL does not accept any responsibility as Factory Act, Minimum Wages Act Workmen's Compensation Act, Insurance Rules etc. or any other act rules or regulations that have to be Observed by the contractor for carrying out the work.**

**(18).The contract will be governed by the UGVCL as per works terms and conditions of the UGVCL. The contractor will be faulty answerable and responsible for all the material issued to him for the work by the UGVCL any theft and loss or pilferage shall have to be borne by the contractor.**

**(19).Collect cartage from Division office and sub division office to site will be borne by contractor.**

**(20).Contractor has rifting cartage on same date of issue cartage and no any extra charges given by ugvc for collecting and given to office. Collect empty cartage and refilling cartage as per instruction of I.C.E.**

**(21).The contractor will be solely responsible for any accident/damage either to equipment's or any Human being .**

**(22).All other general terms and conditions as prevailing in the UGVCL shall be applicable to this work Contract.**

**(23).The contractor must engage sufficient knowledgeable person round the clock, exclusively for Execution of work .**

**(24).The contractor has to carry out all the works in accordance with revised and latest provision under I.E .Rule Act (Amended time to time) made there under and as per instruction of Engineer in charge.**

**(25).The compliances of all Central/State Govt. Rules, safety and Insurance rules etc. and that of local Body is must conditions for the agency.**

**(26).As regard damages to the materials, equipment's, contractor himself will be responsible. If there is any compensation to be paid in respect of "WORKMAN "Compensation Act or any other statutory Provisions, the same will be paid by contractor directly. If he thinks fit, he may take necessary Insurance covering at his cost.**

**(27).Time limit extension will be given if material is not supplied in time and in any case of objection not cleared in time but if materials given in time and there is no any objection, then no time limit Extension will be granted and penalty will be imposed as per rules.**

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(28). The work should be carried out according to the specification as per instructions and Programmed laid out by the Engineer in charge. Contractor has to ensure safe shifting and erection of all accessories/equipment's as per standard norms.

(29). All the works shall be carried out in accordance with latest rules under Electricity Act. 2003 (with Amendments).

(30). No higher rate or revised rate will be applicable for the work, if work is held-up/ closed due to whatever so reasons.

(31). Penalty clause: in case, the work is not completed within the period stipulated in the sub work order, penalty shall be levied at 0.5 per week on the total sub work order subject to maximum 10 % of respective sub work order

(32). If work will not be carried out within time limit of sub work order, work will be carried out by other agency at risk and cost of contractor and the amount will be deducted from respective Bill/SD. SDO is authority to decide the agency for non-completion of work.

(33). Successful Bidder is bound to work under any S/Dn of Division Office Visnagar in any scheme if require with the same rate, conditions & without any type of extra charges.

(34). All terms and Condition of contract of UGVCL in force shall be applicable without any prejudice.

(35). Before commencement of the work at site, the contractor shall make an approach to the concerned S/D officer for planning of the work and appointing the staff for the supervision of the work.

(36). In case of any issue/dispute, the contractor shall consult the proper legitimate authority. If needed, the concerned S/D officer shall be informed of the same.

(37). The work should be done as per as REC standard and UGVCL rules.

(38). The work should be executed in presence on Representative of UGVCL/Deputy Engineer of SDO.

(39). Successful Bidder is bound to work under any S/Dn of Division Office Visnagar in any scheme if require with the same rate, conditions & without any type of extra charges.

(40). All legal complication of disputes is subject to VISNAGAR JURISDICTION ONLY

**1) A. Earnest Money Deposit:**

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Earnest money deposit of **`3000.00** should be submitted in form of Demand Draft in favour of Uttar Gujarat Vij Company Limited drawn on any scheduled bank, payable at VISNAGAR.

B. Tender without Earnest Money will not be considered for acceptance.

C. Earnest Money deposit will be forfeited in case the successful tender after his tender has been accepted fails to pay the prescribed Security Deposit.

**2) Acceptance of Tender:-**

The UGVCL does not bind itself to accept the lowest or any tender, without giving any Reason is assigned for the rejection. It is also not binding on the UGVCL to disclose any Analysis reports on the tender. Conditionally tender will not be accepted.

**3) Security Deposit:-**

The lowest tender whose tender is accepted shall have to pay 5% Security deposit of the Order value within 10 days from the receipt of the acceptance order. If you fail to supply the material within time limit your security deposit will be forfeited.

**4) Jurisdiction:-**

Any dispute of difference arising under this connection with contract shall be subject to the exclusive jurisdiction of UGVCL VISNAGAR DIVISION.

**5) Payment:-**

Payment of Bills will be made through REAL TIME GROSS SETTLEMENT (RTGS) System while submission of bill prescribed RTGS form shall have to be submitted for each Bill by Contractor/Agency.

**6) General:-**

- A. The tenderer must quote his rate per units specified the schedule including all taxes in **Figures** as well as in **words**. If there is difference between rates quoted in words or figures Quoted in words shall prevail.
- B. All tender must be submitted in forms provided by this office and must be clearly & legibly Filled in the tenders should be filled in ink. The tenderer are requested to sign wherever mentioned in tender and schedule or rates and if not signed the tender shall be rejected.

**7) Penalty of Late Delivery:-**

In case if the work is not completed within time limit the penalty for late delivery will be charged as decided by the competent authority.

**8) Acceptance of Suppliers:-**

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In case of any dispute regarding work or any other defect found. The undersigned will have full right to reject the entire fabricated quantity or to stop payment in case of unsatisfactory work and that will binding to the supplier.

- 9) Commercial & Technical Specifications of the work stated in subject are as per UGVCL & Formerly GEB norms and conditions.
- 10) The successful supplier will have to sign on agreement as per the UGVCL's rules on a stamped paper and the necessary stamp duly charges shall be borne by the supplier.

**SUPDT.ACCTT.**  
**UGVCL, DO, VISNAGAR**

**Contractor Signature with Stamp**

**Executive Engineer,**  
**UGVCL, DO, VISNAGAR**