Punjab Urban Planning and Development Authority



(Room No 110, IT & C Branch, Puda Bhawan Sector- 62, SAS NAGAR, Punjab-160062)

To

V	Puda / amada
	website
	No: PUDA-IT &C/2023/ 955

Dated: 22/03/2023

Subject:Quotation for replacement of parts of Tonners/Cartridges and refilling of Tonners/Cartridges.

Sealed Quotations are hereby invited from authorized/ reputed firms to quote the rates for replacement of parts of Tonners/Cartridges and refilling of Tonners/Cartridges of printers as per Performa attached herewith.

The quotation with detailed terms and conditions should reach in the IT & C Branch, Room No. 110, 1st floor, PUDA Bhawan, Sector-62. Sahibzada Ajit Singh Nagar within stipulated time as mentioned at serial no.23.

Terms & Conditions:

- 1. The rate/price to be quoted shall be inclusive of all taxes.
- 2. The sealed quotations shall be in conformity with the specifications.
- 3. Conditional and incomplete quotations shall not be accepted.
- Bidder will be responsible to ensure that the quotations reach the above address on or before the stipulated period.
- 5. The number of items can be increased or decreased.
- There shall be 100% replacement of defective items. All expenses towards replacement of such items shall be borne by the bidder.
- 7. Any parts damage during the refill should be replaced by the bidder.
- 8. All the prices, Technical specification & other terms and conditions proposed by the bidder should be valid for a minimum period of 3 months from the date of offering of the bid and same should be clearly mentioned in the quotation.
- The bidder should have exclusive support infrastructure for supply and service of these items at SAS Nagar/Chandigarh and above to deliver (service the goods within the stipulated period).
- 10. Bidder will be selected based upon Grand Total of Weighted amount quoted by the firm for all the items (Remarks: The column of weightage is only for the purpose of computing L-1 Bidder & should not be construed as volume of work).
- 11. Selected bidder will have to replace/repair parts of Tonners/Cartridges and refilling of Tonners/Cartridges of printers on same day within four working hours after reporting of such replacement refilling/repair, failing which penalty of Rs100/- per day shall be levied.
- 12. Payment will be release after satisfactory refilling and repair of tonner/printer.

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- 13. No advance payment will be made. Payment will be made on monthly basis on the actual quantity.
- 14. Bidder must quote item wise rate for all the items in Annexure "A".
- 15. If the last date of receiving/opening of quotations will be Saturday, Sunday or declared as public holiday, then the quotations will be received and opened on the next working day on the same time & venue.
- 16. Initially work will be allotted upto 31/03/2025 which may be suitably extended.
- 17. Work order may be terminated by PUDA/GMADA any time on its convenience.
- 18. Successful bidder will maintain record of Spares, replaced or repair and tonner/ Cartridge / ribbon refilling in each machine (machine number) with Signature of authorised person of User Department.
- 19. Rate/price quoted shall be inclusive of all charges including service/installation.
- 20. PUDA/GMADA reserves the right to reject any or all quotations without assigning any reason.
- 21. Survey of all printer must be done by the bidder after work order issued within 7 working days.
- 22. Each bidder shall be permitted to submit only one quotation.
- 23. Last date for submission of quotations will be 28.03.2023 till 3.00 P.M.

Superintendent (IT&C)

For: Addl. Chief Administrator (F&A)

PUDA/GMADA, SAS Nagar

Annenxure-'A'

Commercial bid format for replacement of parts of tonner/cartridges and refilling of tonners/cartridges

Sr.no	Printer Description	Item	Ink/Power refilled per unit in gram (Single time)	Weightage (X)	Per unit rate in Rupees (inclusive of all taxes) (Y)	Weightage (X*Y)
1.	HP Color Laserjet MFP177FW (1)	Refilling	40	1	1 11991	
		Drum		1		S. LILBERT
		Blade		1		- 100
		PC Roller		1		1 1 1 1 1
		Mag Rod		1		
		Chip	THE REST	1		
1.2		Pressure		1		- X 11 1 1 1
		Roller				
		Pickup Roller		- 1	The section is	
		Sleeve		1		
		Scanner	1775	1	- 16.1	
		Repair				
		USB Card		1		ACTIONS.
2.	HP Color Laser Jet	Refilling	40	1		
	Pro -200-(M251N)	Drum	1 17 18 1 18 1	1		
	(1)	Blade	14446	1		S IN FIRM
		PC Roller		1		
		Mag Rod		1	1.315-718	C. B. David
		Chip		1		
		Pressure	7-37-53	1	The last by	
		Roller		The state of the	ALCOHOLD TORK	
		Pickup Roller		1		
		Sleeve		1		
		Scanner	HALL TALK	1		
		Repair		S ALCO		Elon, h
		USB Card	6 34 2 3	1	ESC POL	19.00
3.	HP Laserjet 1005 (1)	Refilling	80	1	MARKET STATE	15 to 16 16
		Drum		1	Les Setting	
		Blade		1		ATTRICK THE
		PC Roller		1		
		Mag Rod	41 11 11	1	- CF, 12 - 37	
		Chip		1		
		Pressure		1		La BINE
		Roller				
		Pickup Roller		1		
		Sleeve	10.00	1	The state of the	
		Scanner		1		
		Repair				
-		USB Card	00	1		4
4.	(Monochrome) (36)	Refilling	80	22		
		Drum	100	6		
		Blade		3	- M. M. M. M.	
		PC Roller	- 1 - 1	2		The R
		Mag Rod		2		
		Chip		1		
		Pressure Roller		1		
		Pickup Roller	7-3-5-LH	1		
5.		Sleeve		1		
		Scanner		1		
		Repair	CONTRACTOR OF THE PARTY OF THE	5 3		
		USB Card	THE STATE OF	1		
	HP Laserjet 1020 (Monochrome) (52)	Refilling	120	30		
		Drum		9		
		Blade	- Softa	5		
		PC Roller		3		
		Mag Rod	No. of Street	3		1
		Chip		0		

		Pressure		3		_
		Roller		1		
	THE RESERVE	Pickup Roller		1		
		Sleeve		1		=
		Scanner Repair	T IN THE REAL PROPERTY.	1 1		H
		USB Card		1		
6.	HP Laserjet	Refilling	120	22		
	1022(Monochrome)	Drum		6		
9	(35)	Blade	S FINE PER	3		
		PC Roller	The second	2		
		Mag Rod		2		
		Chip		0		
		Pressure Roller		2		
		Pickup Roller		1		
		Sleeve		1		
		Scanner Repair		1		
		USB Card		1		
7.	HP Laserjet 1106	Refilling	80	11		
	(Monochrome) (19)	Drum		3	A 1 THE STATE OF T	
		Blade		2		
		PC Roller		1		
		Mag Rod		1		
		Chip	144	1	TOWN BOX STATE	
		Pressure Roller		1		
974		Pickup Roller		1		
		Sleeve		1		
		Scanner		1	3 3 6 6 6	
		Repair USB Card		1		
0	UD Lanariat 1100		80	44		_
8.	HP Laserjet 1108 (Monochrome) (72)	Refilling Drum	00	12		-
	(Monocinome) (72)			6		-
		PC Roller		4		
				4		-
		Mag Rod		1		8
		Chip Pressure		4		_
E		Roller				
		Pickup Roller		1	The second second second	_
		Sleeve		1	7.00	_
		Scanner Repair		1		
		USB Card	4.	1		_
9.	HP Laserjet 1505 (Monochrome) (19) HP Laserjet 1606 (Monochrome) (8)	Refilling	80	11		
		Drum		3		
		Blade		2		_
		PC Roller		1		
		Mag Rod		1		_
		Chip		1		
		Pressure Roller		1		
		Pickup Roller		1		_
		Sleeve		1		
		Scanner Repair		1		
3,6		USB Card		1		
10		Refilling	80	5		
		Drum		1		
		Blade		1		E
		PC Roller		1		
		Mag Rod		1		
	L. PER	Chip		1 1		
		Pressure	1 1 1 1 1 1 1 1	1		

		Pickup Roller		1		
		Sleeve		1	THE RESERVE OF	PARTY IN
		Scanner		1		
		Repair			1	1 23
-		USB Card		1		
11.	HP Laserjet MFP	Refilling	80	5		
	1536DNF	Drum		1		
5	(Monochrome) (4)	Blade	7 1 1 1 1 1 1 1	1		
		PC Roller		1		
		The Control of the Co		1		
-		Mag Rod			Total I	
		Chip		1		
		Pressure		1		
		Roller		-		
		Pickup Roller		1	100	
		Sleeve		1		
		Scanner		1		1 555
		Repair		1		
		USB Card	400	1		
12.	HP Laserjet MFP	Refilling	120	1		
	2727NF (Manachrama) (2)	Drum		1		
	(Monochrome) (2)	Blade		1		
		PC Roller	10 A 5 H 3 A	1		
		Mag Rod		1	100	
		Chip		1		
		Pressure		1	C815=3	
		Roller		100		
		Pickup Roller		1	I The second	4 7 4
		Sleeve		1		
		Scanner		1		
		Repair				
		USB Card		1	1711/20	
13.	HP Laserjet MFP	Refilling	80	1		- 1
	226DN	Drum		1		1 1 1 1 1 1 1 1 1
	(Monochrome) (2)	Blade	7 111.5	1		
		PC Roller		1		
		Mag Rod		1	20.00	
		Chip		1		
2		Pressure		1	-	
		Roller				
		Pickup Roller		1		
		Sleeve		1		
		Scanner		1		
		Repair		1		
		USB Card		1		
14.	UD Logoriet MED	Refilling	80	2		
177	HP Laserjet MFP Pro 400 (Monochrome) (3)	Drum	00	1		
			1120	1		X.
		Blade			1	30 = 0
		PC Roller		1	1-17/18/11	
		Mag Rod		1		
		Chip		1		
		Pressure		1		
		Roller				
		Pickup Roller		1		
		Sleeve		1		
		Scanner		1		
		Repair				
		USB Card	in distinct	1		
15.	HP Laserjet M	Refilling	80	1		or seems
	403d (Monochrome) (1)	Drum		1		
TE		Blade		1		
		PC Roller	- Mary 50	1		
		Mag Rod	774 73 18 1	1	21	
		Chip	2	1		
		Pressure		8 1	11.7	
-		Roller	Art Mrs	25 - T. S	THE RESERVE	
		Pickup Roller	Service No.	1		
			1 TO THE			

		Scanner Repair		1		
		USB Card		1		
16.	HP Laserjet P 3015	Refilling	360	2		
	(Monochrome) (2)	Drum		1		
		Blade		1		
		PC Roller		1		
		Mag Rod	De Mes de	1	and the second	1 (100 100
		Chip		1	A STATE OF THE PARTY OF	No. 2
		Pressure		1		
		Roller				
		Pickup Roller	THE PROPERTY	1		
		Sleeve	E THE REAL PROPERTY.	1	- 38 1 - 7 2	
		Scanner Repair		1		
		USB Card	THE PAUL	1		
17.	Lexmark MS/MX	Refilling	450	5		
	310/410/510/610	Drum		1		
	(Monochrome) (8)	Blade	Turk to	1		
		PC Roller		1		
8.		Mag Rod	100	1		
		Chip		5	TITLE	
		Pressure		1		THE THE
		Roller				
		Pickup Roller		1		
		Sleeve		1		
		Scanner Repair		1		
		USB Card		111		
18.		Refilling	80	1		
	NFS (Monochrome) (1)	Drum		1		
		Blade		1		Self-life Self-l
6		PC Roller		1		The second
		Mag Rod		1		
		Chip		1		
		Pressure Roller		1		
		Pickup Roller		1		
		Sleeve		1		
		Scanner Repair		1	the training	
- 3		USB Card		1		
19	HP M202DW (136)	Refilling	80	70		
		Drum		1	Lavet III	
		Blade		1		
		PC Roller		1	THE PERSON	Jay W.
		Mag Rod		1		01/11/20
		Chip		1		
		Pressure Roller	- 43	1		
		Pickup Roller	- 10	1		
		Sleeve		1		
		Scanner Repair		1		
		USB Card		1		DESCRIPTION OF THE PROPERTY OF

It is to undertake that, I have read & understand all the requirements & terms and conditions and in case the work is allotted to me, these shall be complied with meticulously.

Further, we understand the above weightage/quantities are for the purpose of commercial evaluation & are tentative & subject to variation & that the actual payment would be on pro-rata basis as per the actual numbers.

Date:

(Sign with Seal)

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