

Dm 10396/23
E4

Quotation No. B1-8558/2005(EC1)

Dated:14.12.2023.

DISTRICT COURT, PATHANAMTHITTA

QUOTATION NOTICE

Due date and time for receipt of quotation	04.01.2024, 3pm
Date and time of opening quotation	05.01.2024, 3.15pm
Designation and address of the officer to whom the quotation is to be addressed	District Judge, Pathanamthitta Pin 689645
Superscribed	Quotation No. B1-8558/2005(EC1) for “Refilling of Toner Cartridges and Supply & Servicing of Toner Cartridges and refilling of Ink “

Sealed competitive quotations are invited from reputed firms for the refilling, replacement of the consumables (like drum, gears, blades and rollers) of the toner cartridge whenever required, and for replacement of the toner cartridges (which cannot be further refilled or serviced) for the laser printers of various makes and models and refilling of Ink Tanks of EPSON L605 Ink tank Printers (specified in the Annexure-I) and installed in the various Courts (locations specified in Annexure-II) in the Pathanamthitta Judicial District.

Toner refilling of Laser Printers:-

The details of Toner Cartridge, cost of each cartridge, blade, Drum, Toner Refilling Cost, Warranty, terms and conditions should be mentioned in the quotation. **The rates quoted should include all taxes, chip resetting charges and transporting charges etc, to be incurred where the unit is to be sent to the service centre/works viz.** The maximum discount that can be offered is to be noted separately. The maximum period required for the delivery of the toner cartridge and toner refilling should also mentioned.

Ink Refilling for Ink Tank Printers

Cost of refilling of the Ink Tanks of EPSON L605 Duplex Ink Tank Printers (Original and Compatible) should be mentioned in the quotation.

T7741 Pigment Black Ink (140 ml)

T6642 Cyan Ink (70 ml)

T6643 Magenta Ink (70ml)

T6644 Yellow Ink (70 ml)

Terms and Conditions

1. Late quotations in no cases will be accepted. The sealed quotations received within the stipulated time will be opened by the District Judge, Pathanamthitta and the acceptance of quotation will be strictly in accordance with the provisions in the Stores Purchase Manual, 2013.
2. The decision regarding the acceptance of quotation will be taken up by the purchase committee constituted by the District Judge and the committee reserves the right to waive any conditions and to reject any of or all the quotations without assigning any reason whatsoever and does not bind to accept the lowest rate quoted one. The decision of the committee regarding the purchase will be final.
3. The accepted quotation will be sent to the Hon'ble High Court of Kerala for obtaining administrative sanction. Thereafter, the successful bidder must enter into contract agreement with the District Court, Pathanamthitta regarding the service, terms and conditions for refilling of the toner cartridges or supply of refilled toner cartridges of the various models of ink tank and laser printers.
4. Payments will be made subject to the allotment of funds from the Hon'ble High Court of Kerala/Government of Kerala after the execution of the said contract agreement and no separate penal interest will be paid for the delay caused for payment due to lack of fund allotments.

General Conditions for refilling

1. Refilling the toner cartridges should be done with good quality toner powder.
2. In the quotation, parties should clearly specify their rate for the refilling and replacing the consumables, (drum, gears, blades and rollers) whenever required, or for the supply of refilled toner cartridges of each models of laser printers. The amount quoted should include the cost of raw materials required for carrying out the work, labour/service charges and tax if any. No separate charges on any other heads will be allowed.
3. The party should go and do the refilling or supply of refilled cartridges at the courts concerned where the printers are installed and no additional/ separate transportation charges will be allowed.
4. Average number of print outs that can be obtained form each cartridges of each models of laser printers should be mentioned in the quotation.
5. The quantity of toner powder used for refilling the toner cartridges of each models of fax machines and laser printers should be mentioned in the quotation.
6. In the quotation, parties should clearly specify the maximum time required for doing the refilling after receiving the service request from the District Court Office through e-mail/telephonic message.
7. Credit bills with proper service report/system data with dated sign and seal of the Chief Ministerial Officer of the concerned court where the refilling has been carried out should be submitted to the District Court, Pathanamthitta for releasing the payment of refilling charges.

Sd/-
DISTRICT JUDGE
(In-Charge)

To

- Notice Board of District Court, Pathanamthitta,
Family Court, Pathanamthitta/ Thiruvalla,
Sub Court, Thiruvalla,
Judicial First Class Magistrte Court-I, Ranny
Munsiff's Court, Ranny/Adoor
- Web Site.
- File.

(By Order)


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Annexure-I

A. PRINTER DETAILS

Sl.No.	Make & Model of Laser Printer/Fax Machine	Cartridge Type
1.	Samsung ML-1640	MLT-D108S
2.	Samsung ML-2245	MLT-D106S/XIP
3.	Ricoh SP-210	SP-210
4.	HP 1020 Plus	12-A
5.	HP 1022	12-A
6.	HP 1566	88-A
7.	Canon LBB 6030	
8.	Canon, Image Class MFD 246 DN	
9.	Epson L605	

Annexure-II

B. LOCATION DETAILS

- The District Court Complex, Pathanamthitta
- Court Complex, Thiruvalla,
- Family Court, Thiruvalla/Pathanamthitta,
- Taluk Court Complex, Adoor,
- Munsiff's Court, Ranny,
- JFCM , Ranni,
- Gram Nyayalaya, Ranni, Gram Nyayalaya, Pandalam.

Sd/-
DISTRICT JUDGE
(In-Charge)

(By Order)

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