

Ref : OS/STY/IT/T.No.17

DATE : 28.02.2023

TO ALL EMPANELLED VENDORS FOR IT CONSUMABLES

LAST DATE OF TENDER NO. 17/21.03.2023 – 12.30 PM

Dear Sir,

**Re: Tender for supply of IT consumables**

Sealed tenders are invited from empanelled vendors for ANNUAL RATE CONTRACT for supply of IT Consumables, as per the specifications mentioned hereunder:

LAST DATE OF SUBMISSION OF TENDER : 21.03.2023 – 12.30 PM

EMD : 2% of tender value

Please send your sealed tender duly signed by the Authorised person, affixing the seal, in the attached formats and send on or before the last date of tender i.e. 21.03.2023 by 12.30 pm.

ANNEXURE I

SPECIFICATION:

GROUP I

SI No	HW Description	OEM	Part Code	Specifica tions	Approximate Quantity required
1	TVS Computer printer Ribbon Dot matrix 136 column, minimum 10 meters for use in TVS MSP-355	TVS	2017100069/ 2017100073	Ribbon	7000
2	Epson ribbon cartridge Dot matrix 136 column 10 mts for use in LQ-1310, 1150, 1150	Epson	C13SO15643	Ribbon	4000

**GROUP II**

SI No	HW Description	OEM	Part Code	Specifications	Approximate Quantity required
1	Printronix-P7010 Line Printer Cartridge	Printronix	P/N 256976-104	Cartridge	20
2	Printronix-P7010 Line Printer Cartridge	Printronix	P/N 256109-104	Cartridge	50
3	Printronix-P7000 Spool	Printronix	P/N 179499-001	Ribbon	50
4	LIPI-6312 Line Printer Cartridge	LIPI T6215/T6218/6306/631 2	100091-001	Cartridge	25
5	LIPI-6805/10 Line Printer Cartridge	Tally Genicon 6800/6600	255661-104	Cartridge	20
6	LIPI-6805/10 Line Printer Cartridge HC	Tally Genicon 6800/6600	256110-104	Cartridge	50

**GROUP III**

SI No	HW Description	OEM	Part Code	Specifications	Approximate Quantity required
1	Samsung Toner cartridge	Samsung For ML 2161 printer	101S MLT- D101S	Cartridge	15
2	Canon cartridge 925	Cannon	LBP6018 series	Cartridge	5
3	HP Laser cartridge 110A	HP W1112A	W1112A	Cartridge	40
4	Ricoh SP 200HS cartridge	RICOH	SP 212NW printer	Cartridge	30
5	EPSON 005 Ink Botle 120ml	EPSON	C13T03Q189D	Ink bottle	30
6	EPSON 774 Ink Botle 140ml	EPSON	C13T774198	Ink bottle	10

Encl: Terms and Conditions

2. Format

3. Checklist

Please verify the checklist before sending the tenders.

Thanking you,

Yours faithfully,  
  
 MANAGER(OS)

ANNEXURE II

TENDER for supply of Computer Consumables  
**MANUFACTURER'S AUTHORIZATION FORM (MAF)**

To,  
LIC of India,  
Divisional Office  
Mysore-

Dear Sir,

Reg : LIC's TENDER No 8 - ARC for supply of Computer Consumables - 2021- 2022

We, M/s. \_\_\_\_\_ who are established and reputed manufacturers of  
\_\_\_\_\_ having factories/Depot as \_\_\_\_\_  
and \_\_\_\_\_ do hereby authorize M/s.  
\_\_\_\_\_ (Name, address, phone number and mail id of bidder) to offer their  
tender and contract with you against the above invitation for the Bid, as one of our Authorized Dealers.

We, hereby, extend our full guarantee and comprehensive warranty as per terms and conditions of the tender  
for our products offered against this invitation for Bid by the above firm.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2021

Authorized Signatory

Signature :  
Name :  
Designation :  
Name & Address of the company :  
Phone No:  
E-mail ID

Seal of the Company

**To be submitted on Company (OEM)'s letter head duly signed by the Authorized signatory of  
Company.**

## TERMS AND CONDITIONS - TENDER NO. 17 DATED 28.02.2023

Quotations under sealed envelopes should be addressed to The Manager (OS), LIC of India, 'Jeevan Prakash', Divisional Office, Mysore- Bangalore Road, P B No 37, Near Bannimantap, Mysore-570015.

1. Rates should be valid for ONE YEAR from the date of acceptance of the Tender.
2. Quotation should be accompanied by **2% EMD of the value of the items which they are participating** through Demand Draft drawn on any scheduled Bank in favor of LIC of India payable at Mysore. The deposit amount will be refunded to the unsuccessful bidders immediately on finalization of the Tenders. However the deposit amount in respect of successful bidders will be refunded only on execution of the work within the stipulated time, otherwise the deposit will be forfeited.
3. Only authorised OEM vendor has to participate in bidding. Quote for only the items for which having authorization.
4. MANUFACTURER'S AUTHORIZATION FORM:

Manufacturer's Authorisation Form (MAF) from OEM specifying that the dealer has been authorized to supply consumables of printers, Original MAF as per Annexure V duly signed and stamped, should be submitted on OEM's letter head. The MAF should be signed by the Authorised Signatory of the OEM. The MAF should contain the following details :

LIC's Tender Reference No. & Date

- Dealer Name
- Contact details of Dealer
  - i) Landline number
  - ii) Mobile number
  - iii) Email id

LIC will be at liberty to refer any OEM to confirm the authenticity of the MAF. In case LIC does not receive the necessary confirmation from the OEM regarding the authenticity of the MAF, the BID WILL BE REJECTED. The MAF should be valid till the validity period of the tender under reference unless revoked by the OEM. The MAF should be submitted as per Annexure II.

5. Only GST Registered vendors are eligible to participate in the tender process. Copy of the GST registration to be enclosed.
6. The cover should be super scribed with the words "**TENDER FOR IT CONSUMABLES - TENDER NO. 17**"
7. The required item should be supplied at the approved Rates, as and when required by the Office during the term of the contract period i.e. one Year from the date of acceptance of tender.
8. Please avoid overwriting and corrections.
9. Penalty is liable to be imposed with regard to variation in quality, quantity and in case of delay in supply of items beyond the stipulated period mentioned by us. A penalty of 0.25 % of the ordered value will be deducted per day, subject to maximum penalty of 10 %.

: 2 :

10. If L-I Tender holder fails to deliver the goods on or before the date specified by the Corporation, the Corporation is at liberty to purchase the articles from other Vendors and L-I Tender holder has to make good the loss or damage that the Corporation suffers thereby.
11. No alteration in quantity of goods indented or in the period of execution and no enhancement in the rate of article shall be accepted unless previously ratified by the Corporation in writing.
12. We reserve the right to accept, modify, cancel or reject the order at any time without assigning any reason whatsoever.
13. Please note that your QUOTED RATE should be inclusive of freight charges, door to door delivery charges etc. GST should be inclusive. The quoted rate is valid for one year from the date of intimation about finalization of tender.
14. The Corporation reserves the right to accept any quotation either in full or in part .This does not necessarily mean that lowest quotation will be accepted.
15. Any tender not complying partly or wholly with these terms and conditions shall be liable for rejection.
16. Any dispute arising out of or relating to this tender shall be deemed to have arisen in and be subject to a court of competent jurisdiction in Mysore.
17. Successful bidders are required to deposit **3% of the value of the items for which they are participating, as security deposit.**
18. All deliveries to be made at Divisional Office, Mysore.

Signature of tender holder

With seal of Firm

MANAGER (E & OS)

**TENDER FORMAT FOR T.NO. 17 DATED 28.02.2023****Tender for supply of IT Consumables****GROUP I****(RATE EXCLUSIVE OF GST)**

SI No	HW Description	OEM	Part Code	Specifications	Rate per unit	Total Rate
1	TVS Computer printer Ribbon Dot matrix 136 column, minimum 10 meters for use in TVS MSP-355	TVS	2017100069/ 2017100073	Ribbon		
2	Epson ribbon cartridge Dot matrix 136 column 10 mts for use in LQ-1310, 1150, 1150	Epson	C13SO15643	Ribbon		

**GROUP II**

SI No	HW Description	OEM	Part Code	Specific ations	Rate per unit	Total Rate
1	Printronix-P7010 Line Printer Cartridge	Printronix	P/N 256976-104	Cartridge		
2	Printronix-P7010 Line Printer Cartridge	Printronix	P/N 256109-104	Cartridge		
3	Printronix-P7000 Spool	Printronix	P/N 179499-001	Ribbon		
4	LIPI-6312 Line Printer Cartridge	LIPI T6215/T6218/6306 /6312	100091-001	Cartridge		
5	LIPI-6805/10 Line Printer Cartridge	Tally Genicon 6800/6600	255661-104	Cartridge		
6	LIPI-6805/10 Line Printer Cartridge HC	Tally Genicon 6800/6600	256110-104	Cartridge		

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**GROUP III**

<b>SI No</b>	<b>HW Description</b>	<b>OEM</b>	<b>Part Code</b>	<b>Specific ations</b>	<b>Rate per unit</b>	<b>Total Rate</b>
1	Samsung Toner cartridge	Samsung For ML 2161 printer	101S MLT-D101S	Cartridge		
2	Canon cartridge 925	Cannon	LBP6018 series	Cartridge		
3	HP Laser cartridge 110A	HP W1112A	W1112A	Cartridge		
4	Ricoh SP 200HS cartridge	RICOH	SP 212NW printer	Cartridge		
5	EPSON 005 Ink Botle 120ml	EPSON	C13T03Q189 D	Ink bottle		
6	EPSON 774 Ink Botle 140ml	EPSON	C13T774198	Ink bottle		

GST :            %

Signature and Seal of the Bidder

**CHECKLIST OF DOCUMENTS TO BE SUBMITTED:**

1. Terms and conditions of the tender duly signed and sealed on all pages.
2. Format duly signed and sealed
3. NEFT details – Bank A/c No. with IFSC code
4. GST certificate
5. Copy of PAN