

OFFICE OF THE DIVISIONAL MANAGER, CTU & DIRECTOR TRANSPORT, U T.,  
CHANDIGARH.  
(Plot No. 701, Industrial Area, Phase I, Chandigarh)  
QUOTATION NOTICE

Ref. No. Nazir/CTU/2023/ 6817

Dated : 19 JUN 2023

Chandigarh Transport Undertaking, Chandigarh invites quotations in sealed cover from the firm/companies/authorized dealer/ distributors individual for refilling of Cartridge in CTU Chandigarh. The Offer / price form and detail terms and condition of the quotation can be downloaded from the website [ctu-chd@nic.in](mailto:ctu-chd@nic.in) of CTU Chandigarh or can also be obtained from the office of the undersigned as free of cost. The detail of items with quantity required is as under:-

Sr. No	Nomenclature	Model No	Qty
1	Printer Cartridge	Canon LBP226DW	34 Nos
2	Printer Cartridge	HP MF PM329DW	13 Nos

The Firms/Companies/Distributor/Dealers/ suppliers/ individuals are required to quote their rates including all taxes/duties/GST (Landed Rate) on the prescribed Performa enclosed with this notice.

The quotations in sealed cover super scribed in bold letters "**QUOTATION FOR PROVIDE THE REFILLING OF CARTRIDGE**" should be sent in the office of Divisional Manager, CTU & Director Transport, UT, 701, Industrial Area, Phase I, Chandigarh by hand/Registered post so as to reach on or before **30.06.23 upto 2.00 PM.** The said quotations will be opened in the presence of the representatives of the firms/companies/ distributors/dealers who so ever wishes to be present on the **same day at 3.30 P.M.** Quotations received after the stipulated date and time shall not be entertained and shall be rejected out rightly.

The Worthy Director Transport, U.T., Chandigarh reserves every right to (a) cancel / withdraw / amend the advertisement or extend the due date at his sole discretion or (b) accept or reject any quotation without assigning any reason.

  
Assistant Controller (F&A)  
For Divisional Manager, CTU &  
Director Transport, U.T.,  
Chandigarh. 

**TERMS AND CONDITIONS FOR THE REFFLING OF PRINTER CARTRIDGE .**

1. The rates quoted should be F.O.R. destination i.e. Administrative Block Head Office, Plot No. 701, Industrial Area, Phase I, Chandigarh, depot I & III CTU Chandigarh, or the place designated by this office, specifically mentioned and it must include all Taxes, forwarding to use the items.
2. Every quotation shall be valid for one year from the date of issue of rate acceptance letter. Also if any extra Requirement of Material Refilling of Printer Cartridge can be procured on the already quoted / accepted of the firm.
3. The successful bidder shall Refill the Cartridge (as per requirement) to office of Director Transport, U.T., Chandigarh or place designated by the office urgently basis.
4. Incomplete/conditional quotations will not be entertained and shall be rejected outrightly.
5. The payment will be made through NEFT/RTGS.
6. The successful bidder is required to attend the office after getting complaint call from the department without any charges.
7. Any diff in the amount mentioned in words and figure the lowest amount shall be considered.

  
Assistant Controller (F&A)  
For Divisional Manager, CTU &  
Director Transport, U.T.,  
Chandigarh. 

## OFFER / PRICE BID

I, the undersigned \_\_\_\_\_ S/o Shri \_\_\_\_\_ on behalf of M/s. \_\_\_\_\_ of which I am a partner /proprietor/Director/Manager/ Partner \_\_\_\_\_ (please tick mark) hereby submit my offer as under: -

1. I am duly authorized to submit this Offer/Price Bid.
2. I have read all the Terms and Conditions etc., in detail and on the basis of my full study of the above mentioned terms and conditions and the Quotation Notice, I undertake to supply the material exactly in accordance with the above said terms and conditions.
3. I undertake that I/my firm/company has not been blacklisted by the Department of Govt. of India or any State Govt. or any Union Territory or any Public undertaking.

Sr. No.	Nomenclature/ Name of the items	Model	Qty.	Rate quoted per pcs including all taxes/ GST/ duties & landed rate in figures (in Rs.)	Rate quoted per pcs including all taxes/GST/duties & landed rate in words (Rs.)
1	Printer Cartridge Canan	Canan LBP226DW	34 Nos		
2	Printer Cartridge HP MF	HP MF PM329DW	13 Nos		

**Note:-** The yearly (approx) refilling of cartridge mentioned above is as under:-

Items required	Items required to printer in 12 Months (Total Printers=47)	Repair/refilling required on
Cartridge refilling	Estimated refilling of each printer after 02 months	After print 1000-1200 pages

Signature of the Bidder \_\_\_\_\_  
 Name of the Bidder \_\_\_\_\_  
 (With Rubber Stamp)  
 Address \_\_\_\_\_  
 Mobile No. \_\_\_\_\_  
 Tel No. \_\_\_\_\_  
 PAN/TAN NO. \_\_\_\_\_  
 GST No. \_\_\_\_\_  
 E-Mail ID \_\_\_\_\_

**NOTE:-**

1. The bid should be unconditional. Conditional bids shall be out-rightly rejected.
2. There should not be any cutting or overwriting in the Offer/Price Bid form. Photo copy/typed form can also be used in case of damage or cuttings etc.
3. In case of difference in the bid amount expressed in figures and words, the amount expressed in words will be considered.