



कार्यालय प्रधान महालेखाकार ( लेखा व हकदारी )  
हिमाचल प्रदेश, शिमला-171 003  
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E)  
HIMACHAL PRADESH, SHIMLA-171003

### NOTICE INVITING TENDER

No. EDP/IT/Computer Consumables/2022-23/30

Dated:-30.05.2022

**Subject: Tender/Quotations for supply of Computer Consumables for financial year 2022-23.**

Sir,

Sealed Tender/Quotations are invited from the reputed firms by 13/06/2022 at 11:00AM for purchase of the Annual Computer Consumables items for the office use during the financial year 2022-23:-

**On website address <https://cag.gov.in/ae/himachal-pradesh/en>**

**Due date 13/06/2022 Time 11:00AM.**

**Opening Date 15/06/2022 Time 11:00AM**

**E.M.D. Rs. 10,000/- (Rs. Ten Thousand only)**

Intending Tenderers may also download copy of Tender documents along with terms and conditions from website address <http://www.aghp.cag.gov.in>. The Tenders received without E.M.D shall liable to be rejected. Bank Drafts should be prepared separately.

Sd/-  
Deputy Accountant General(Admn.)

**Encl.: 1. Terms & Conditions.  
2. List of consumables.**

## TERMS AND CONDITIONS

1. The sealed quotations must be submitted up to 13/06/2022 at 11.00 AM addressed to **Deputy Accountant General (Admn)** office of the Pr. Accountant General (A&E) Himachal Pradesh, Shimla-171003, along with the Earnest Money deposit (EMD) of Rs. 10,000/- in the shape of Bank Draft drawn in favour of Pay and Accounts Officer O/o the Pr. Accountant General (A&E), Himachal Pradesh, Shimla-3 payable at Shimla.
2. The quotations envelope must be super scribed with the words, **'Quotations for Computer Consumables items'**.
3. The rate contract will remain valid up to June, 2023. Any breach of contract will be liable for penalty as per clause (4) below.
4. In case any of the suppliers failed to supply the material as contracted upon the earnest money deposit will be forfeited and the same material will be purchased from the open market at the risk and cost of the supplier.
5. The quotations received without EMD or cost of Tender after the due date or time will be rejected. All the bidders may prepare separate bank drafts i.e. EMD of Rs. 10000/-
6. The quotations must reach the office latest by 13/06/2022 up to 11.00 AM and will be opened at 11.00 AM on 15/06/2022. In case on the said date is declared as holiday the next working day will be treated as the due date.
7. The representatives of the firms are allowed to remain present at the time of opening of tenders.
8. EMD of the unsuccessful bidders will be returned within 30 days of the opening of tender, on receipt of written request from the firm.
9. The payment will be made to the firm at the earliest on receipt of complete supply of ordered material satisfactory by all respects after proper verification and availability of budget.
10. The supply order will be in batches.
11. The contract of items can be given to single party or a group of parties depending on the lowest rate quoted and quality of the items mentioned by the firms.
12. The list of different items is enclosed to be referred as **'Rate List'** The firms are required to quote the rates in the column 'Rate per unit. The rates quoted separately will be rejected.
13. The rates quoted must be inclusive of all taxes and F.O.R. Shimla(Office).
14. Wherever, in the rate list samples are demanded the same may be attached and without samples, the rate of that item will not be included/ considered.
15. Wherever samples are not called for, the details of the item can be seen in the office by contacting Sr. A.O. (EDP).
16. The payment will be released if the supply is strictly according to the sample or the make prescribed in the quotation or the samples shown to the party as per clause 14 above.
17. Deputy Accountant General (Admn) reserves the right to cancel any or all the quotations without assigning any reason.
18. The bidder must have their office at Shimla or nearby Shimla Territory.
19. The contract shall be subject to jurisdiction in the courts of Shimla only.

**Sd/-**  
**Sr. Accounts Officer (EDP)**

All the terms and conditions are accepted by the firm/agency.

Signature with Stamp  
Authorized Signatory of the Tenderer

**Annexure-A**  
**List of Consumables**

S.No.	Description of Item	Make/Brand	Rate per Unit (Inclusive GST)
1	Toner Cartridge-2612A (HP 1018 & Canon LBP 2900B)	HP/Lipi	
2	Toner Cartridge-36A (HP 1505)	HP/Lipi	
3	Toner Cartridge-88A (HP P1007 & M126)	HP/Lipi	
4	Toner Cartridge-28A (HP Printer M403dn)	HP/Lipi	
5	Toner Cartridge-912 (Canon Printer LBP3108)	Canon/Lipi	
6	Toner Cartridge-308 (Canon Printer LBP3300)	Canon/Lipi	
7	Toner Cartridge-328/78A (MFP Canon Printer LBP4820)	Canon/Lipi	
8	Toner Cartridge-057 (Canon MF Printer 445dw)	Canon/Lipi	
9	Toner Cartridge-057H (Canon MFP 445dw)	Canon	
10	Toner Cartridge-337 (Canon MFP 244dw)	Canon/Lipi	
11	Toner Cartridge-2365 (Brother Printers )	Brother/Lipi	
12	Toner Cartridge-3448 (Brother HL L6200dw )	Brother/Lipi	
13	Toner Cartridge- <b>Black- CE310A</b> (HP CP1025nw)	HP	
14	Toner Cartridge- <b>Cyan- CE311A</b> (HP CP1025nw)	HP	
15	Toner Cartridge- <b>Yellow- CE312A</b> (HP CP1025nw)	HP	
16	Toner Cartridge- <b>Magenta- CE313A</b> (HP CP1025nw)	HP	
17	Imaging Drum CE314A HP Color Laser jet 1025	HP	
18	Imaging Drum Brother Printers(MFPDCP2541dw, L2321d, L2361dn)	Brother	
19	Imaging Drum Brother MFP 6200dw Printers	Brother	
20	P/Ribbon DMP EPSON FX-2175	Epson	
21	P/Ribbon- Lipi T6610/6810 LMP	Tally	
22	DVD+R 8.5GB DL	SONY	
23	Pen Drive 16 GB <b>Steel Body</b>	HP	
24	Pen Drive 32 GB <b>Steel Body</b>	HP	
25	Pen Drive 64 GB <b>Steel Body</b>	HP	
26	HDD 500 GB SATA (Internal)	Seagate	
27	HDD 1 TB with USB (External)	Seagate	
28	HDD 2 TB with USB(External)	Seagate	
29	HDD 4 TB or 5 TB with USB(External)	Seagate	
30	Keyboard USB	Logitech	
31	Mouse USB	Logitech	
32	Mouse Pad Good Quality	--	
33	RJ-45 Connector for CAT 6	Dlink	
34	CAT6 Networking Cable	Molex	
35	Networking Switch 5 Port	Dlink	
36	Networking Switch 8 Port	Dlink	
37	Networking Switch 24 Port	Dlink	
38	LAN Card PCI Express for Dell Optiplex 390 & 3010,7020,9020, Lenovo M900 & HP G2 280	Dlink	

**Sd/-**  
**Sr. Accounts Officer (EDP)**