



राष्ट्रीय आयुर्वेदीय पंचकर्म अनुसंधान संस्थान
(केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद्)
आयुष मंत्रालय, भारत सरकार, चेरुथुरुथि, त्रिशूर, केरल - 679 531

National Ayurveda Research Institute for Panchakarma
(Central Council for Research in Ayurvedic Sciences)
Ministry of AYUSH, Govt. of India, Cheruthuruthy, Thrissur, Kerala - 679 531



F.No.1-3/2021/NARIP/Store/Stationery/ 106

Date: 27 APR 2021

INVITATION OF QUOTATIONS FOR "RE-FILLING OF COMPUTER PRINTER TONER"

Sealed Quotations are invited from registered firms for supply of "Re-Filling Of Computer Printer Toner (Specification details attached)" to National Ayurveda Research Institute for Panchakarma, Cheruthuruthy.

1. General information about tender:

| | | | |
|----|------------------------------------|--------------|------------|
| 1. | Last date for submission of Tender | 12 . 05.2021 | (04.30 PM) |
| 2. | Date and time to opening of Tender | 12 . 05.2021 | (02.30 PM) |

2. The Quotations shall be subject to the following conditions.

I. The rates quoted should be inclusive of all taxes and other charges viz., Collecting, packing, forwarding etc. And should be firm for a period of one year from the date of opening of tenders and no request for increase in rates will be entertained during the period of agreement.

II. **The tendering Firms are required to submit the credential details in their letter head and to enclose self attested/certified photocopies of the following documents along with Financial bid, failing which their bids shall be summarily out-rightly rejected and will not be considered.**

- A) Copy of income Tax, PAN card and shop Act License,
B) Copy of the G.S.T. registration certificate.

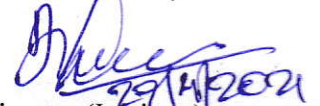
III. The sealed Quotation for "Re-Filling Of Computer Printer Toner" should reach this Institute by post on or before 12.5.2021 and shall be opened on 14.5.2021 at 02.30 PM for which each firms may send its representative.

IV. The Quotation submitted in response to this Quotation Notice and subsequent contract, if any, entered into, will be subject to the following conditions:-

1. On the basis of the Quotation received from a firm, the institute's Letter informing them of the extent of acceptance of the same, including details of the items which they will be required to supply, shall be deemed as a concluded contract and the firm will be required to supply those items within 15 days of receipt of every purchase order from the Institute
2. If a firm foresees a possibility that the requirement of the Institute cannot be met within the stipulated time period, it will inform the institute of the same at the earliest possible and also state the additional time period within which the items can be supplied. The institute will consider the same and take a decision whether the reasons given by the firm are justified and in case the institute decides.

- V. Firms are required to submit their quotation along with a copy of the Quotation Notice, duly signed by the same signatory who has signed the quotation, in confirmation of the fact that they are agreeable to the terms and conditions stipulated therein.
- VI. Quotations written with pencil, erased or over-written Tenders will be out rightly rejected. The Director, NARIP reserves the right to accept any Tenders or reject all or any of the Tenders without assigning any reasons what so-ever.

Yours faithfully



Director (Institute)



FINANCIAL BID

| Sl. No | Type of Computer Printers | Rate (Inclusive of all charges) |
|---------------|----------------------------------|--|
| 1 | Samsung 108 (1640) | |
| 2 | 35 -A | |
| 3 | HP-88-A | |
| 4 | Canon-303 | |
| 5 | Canon - 337 | |
| 6 | HP - 110 | |

SIGNATURE WITH DATE AND
SEAL OF THE AUTHORIZED SIGNATORY

TECHNICAL BID

M/s.....

.....

.....

(Name, Address, Land line and Mobile)

Nos. of the bidding firm/agency

Table No 01. Credential details

| S.No | Particulars | Whether enclosed (The firm would write Yes or No in the respective columns) |
|------|--|---|
| 1 | Copy of Registration/License and other documents | |
| 2 | Self certificate in respect of not being blacklisted by any Govt./Semi Govt.Office | |
| 3 | Details & Copy of GST No. if applicable to the firm | |
| 4 | Copy of PAN of firm | |
| 5 | Authorization Certificate | |
| 6 | Mobile No/Email | |

It is hereby declare that the Terms & Condition of the National Ayurveda Research Institute for Panchakarma No...../ dated/...../..... are fully acceptable to our firm/agency.

(To be signed by the Authorized Signatory of the firm/agency with Name and Stamp)

To

The Director (Institute),
National Ayurveda Research Institute for Panchakarma,
Cheruthuruthy-P.O.
Thrissur(Dist.) Kerala – Pin - 679531.

Sir,

I/wewho are established and reputed firm dealing with
Supply of **Re-Filling Of Computer Printer Toner** forhereby offer
our tender against the tender ref. No.....and accept the terms& conditions of the
Quotation and enclose a copy of the tender document duly signed by the authorized signatory.

Yours faithfully,

(Name) for and on behalf of M/s.

.....
(Name of manufacturers)

Note: - This letter of authority should be on the letter head of the concern and should be signed by an authorized signatory.