



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
3, Major Arterial Road, New Town; Kolkata - 700 156

Memo No. 282 /NKDA/ADMN-324/2012

Dated : 28.1. 2013

SHORT NOTICE INVITING QUOTATIONS

Sealed quotations are hereby invited by the authorities of New Town Kolkata Development Authority (NKDA) from resourceful, bona-fide and reputed Firms/Agency/Supplier having experience in **refilling (for inkjet), refurbishing & recharging (for laserjet) of cartridges** in different Government Department as detailed in the Schedule below in the office of the New Town Kolkata Development Authority, 03, MAR, New Town, Kolkata-700156.

SCHEDULE:

Sl.No.	Cartridge No.	Cartridge Type	Refilling rates/PC.	Refurbishing & recharging rates/Pc.
1.	HP 818 Black	Inkjet		
2.	HP 818 Colour	Inkjet		
3.	HP 920 Black (with chip)	Inkjet		
4.	HP 920 Black XL (with chip)	Inkjet		
5.	HP 920 Colour (with chip)	Inkjet		
6.	HP 21	Inkjet		
7.	HP 22 (Colour)	Inkjet		
8.	HP 10 Black	inkjet		
9.	HP 82 Cyan/Magenta/Yellow	inkjet		
10.	HP 88A	Laserjet		
11.	HP Q5945A	Laserjet		

Last Date of submission of Quotations : **04.2.2013** upto **2 P.M.**

Date of Opening : **04.2.2013** upto **3 P.M.**

General Conditions:

1. Conditional quotation will not be entertained and will be summarily rejected.
2. The selected Firm/Supplier/Agency will remain responsible for refilling, refurbishing & recharging of cartridges, if not found upto the satisfaction of the Authority of NKDA, within (03-Three) days from the date of rejection.
3. Statutory deduction(s) towards IT as well as other statutory deductions (s), if any, will be made before making payment.

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- 4. The undersigned reserves the right to accept or to reject any or all the quotation papers without assigning any reason whatsoever.
- 5. An amount equal to 10% of the amount quoted amount will be deducted from the Bill (s) against payment as Security Deposit. The Security deposit will, however, be released after one month from the date of initial payment.
- 6. Rate to be quoted shall remain valid for 1 year from the issuance date of work order.
- 7. Further details, if required, may be obtained from the office of New Town Kolkata Development Authority at 03, Major Arterial Road, New Town, Kolkata – 700156.

sdt

Administrative Officer
New Town Kolkata Development Authority

Memo No. 282/3 /NKDA/ADMN-324/2012

Dated : 28.1. 2013

Copy forwarded to:

- 1. The Finance Officer, NKDA
- 2. System Manager..... Uploading the SNIQ in the Website of NKDA
- 3. Notice Board

Administrative Officer
New Town Kolkata Development Authority

Last Date of submission of Quotations: 04.2.2013 upto 2 P.M.

Date of Opening: 04.2.2013 upto 1 P.M.

Special Instructions:

- 1. Quotations will be opened and will be summarily rejected.
- 2. The selected firm/contractor will deposit security for getting retarding & releasing of bridges. It will be upto the responsibility of the Authority of NKDA, within (3-Three) days of the date of receipt.
- 3. All other details regarding the work order shall be made available to the contractor.