

I/529405/2022

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 <p>सत्यमेव जयते</p>	<p>भारत सरकार/GOVT. OF INDIA वित्त मंत्रालय :: राजस्व विभाग MINISTRY OF FINANCE : DEPARTMENT OF REVENUE सहायक आयुक्त का कार्यालय OFFICE OF THE ASSISTANT COMMISSIONER जीएसटी और उत्पाद शुल्क प्रभाग, /CGST & CENTRAL EXCISE DIVISION सी आर बिल्डिंग: सरकिट हाउस रोड : सिलचर -788001 C.R. BUILDING : CIRCUIT HOUSE ROAD : SILCHAR- 788001 ☎-91-3842-237780 / 📠- 91-3842-236418 📧- cexsilchar@gmail.com</p>	
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TENDER NOTICE

Sealed quotation of Computer Consumable Articles (list of items is enclosed) is invited by the undersigned on behalf of O/o the Principal Commissioner of CGST & Central Excise, Guwahati. The envelope containing the quotation should be properly wax sealed and super-scribed in bold letter on top as "QUOTATION OF COMPUTER CONSUMABLES". The quotation should be sent to the "Assistant Commissioner, CGST & Central Excise Division, C.R. Building, Circuit House Road, Silchar- 788 001" either by post or it may be delivered by hand during office working hours.

The quotations shall be submitted according to the terms and conditions specified in paragraphs 1 to 9 and unless specified otherwise in the quotation it shall be construed that the terms and conditions stipulated hereunder have been agreed to.

TERM & CONDITIONS:

1. The rates should be F.O.B. and should be inclusive of all taxes, delivery & freight charges, any other taxes, rates or imposition whatever is liable in respect of the supplies. The CGST & Central Excise, Silchar shall not be liable to pay any tax, freight etc. separately which has been expressly stipulated in the quotation in the event of acceptance of the quotation.
2. There should be no overwriting or correction in the quotation. If a figure is to be amended, it should be neatly scored out and the revised figure written above and the same attested with full signature and date. In the absence of attested signature, the quotation is liable to be rejected.
3. The undersigned does not bind him to accept the lowest quotation but reserves the right to accept the quotation in whole or in part, i.e., with respect to all articles mentioned in the enclosure or in respect of any one or more than one articles specified in the enclosure as he may decide.
4. Proper description/specification of size, thickness and

brand/product of articles should be indicated against those marked, otherwise the supplier shall be liable to supply the sample free of cost.

5. The quoted price in respect of all items in the list (**Annexure-I**) shall be valid for one year from the date of approval/acceptance of the local Purchase Committee.
6. The Quotation should reach this office on or before **31.03.2022**. Quotation received/submitted after the last date shall be outrightly rejected.
7. The quotations, which do not comply with the above conditions, are liable to be rejected.
8. Supply of the ordered articles should be executed within 7 days failing which the undersigned reserves the right to cancel the supply order.
9. The bidder shall have to submit photo copy (Attested copy) of PAN Card, GST Registration, and valid Trade License of his / her firm. The bidder must also be registered in GeM portal.

Encl: Annexure-I

(एस कृष्णन / S. Krishnan)

सहायक आयुक्त / Assistant Commissioner

Dated: .03.2022

Copy forwarded for information & necessary action to:

1. The P.R.O., CGST & Central Excise Division, C.R. Building, Silchar.
2. Notice Board, CGST & Central Excise Division, C.R. Building, Silchar.
3. The Superintendent (Hqrs. System), O/o the Commissioner of CGST & Central Excise, "GST Bhawan", Kedar Road (Near A.T. Road Flyover) Machkhowa, Guwahati- 781 001 for uploading in the Commissionerate website.

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(एस कृष्णन / S. Krishnan)

सहायक आयुक्त / Assistant Commission

ANNEXURE - I

LIST OF COMPUTER OFFICE STATIONERY & SERVICING CHARGE			
Sl. No.	Name of the Computer Stationery	Unit/ Specification	Rate
01	Printer Cartridge (HP Laser Print Cartridge 88A)	PER PIECE	
02	Printer Cartridge (HP Laser Print Cartridge 12A)	PER PIECE	
03	Printer Cartridge (HP Laser Print Cartridge 30A)	PER PIECE	
04	Printer Cartridge (HP CE 250A) Black Print Cartridge	PER PIECE	
05	Printer Cartridge (HP CE 251A) Cyan Print Cartridge	PER PIECE	
06	Printer Cartridge (HP CE 252A) Yellow Print Cartridge	PER PIECE	
07	Printer Cartridge (HP CE 253A) Magenta Print Cartridge	PER PIECE	
08	Pen Drive 32 GB (HP)	PER PIECE	
09	Pen Drive 32 GB (KINGSTONE)	PER PIECE	
10	Pen Drive 32 GB (HP)	PER PIECE	
11	Pen Drive 32 GB (KINGSTONE)	PER PIECE	
12	Blank Re-writable CD (Sony)	PER PKT (10 PCS)	
13	Keyboard	PER PIECE	
14	Monitor HP/ Lenovo (17" / 15.4")	PER PIECE	
15	Mouse	PER PIECE	
16	UPS (APC)	PER PIECE	
17	UPS (i-ball)	PER PIECE	
18	Anti-virus (K 7/ Quick Heal) Single User	PER PIECE	
19	Anti-virus (K 7/ Quick Heal) Five User	PER PIECE	
20	All in One (AIO)	PER PIECE	
21	Laser Jet Printer (HP/ Canon)	PER PIECE	
22	PC Installation	PER MACHINE	
23	General Servicing	PER MACHINE	

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