

INDIAN COUNCIL of SOCIAL SCIENCE RESEARCH

Aruna Asaf Ali Marg, New Delhi-110067

F.No.2-7/2016-17-A

Dated 12/09/2017

NOTICE INVITING QUOTATIONS

Sealed quotations under Limited Tender Enquiry are invited on or before **22.09.2017** upto 3:00 pm from the Manufactures/Suppliers/Firms/Agencies/Venders for the supply of **Photocopier Toner** in the Indian Council of Social Science Research under the Ministry of Human Resource Development, i.e. at **Annexure – I**. The prescribe quotation form along with applicable terms & condition can be downloaded from ICSSR website **www.icssr.org**.

1. **Earnest Money of Rs.2,000/- (to be deposited in ICSSR by Bank Draft in favour of ICSSR, name of the firm should be written on the backside of DD).**

Quotation papers can be had from the office of the undersigned on all working days between 11.00 am to 4.00 pm upto **21.09.2016**.

CONDITIONS:

1. The supply of **Photocopier Toner** should be made as per ICSSR requirement from time to time.
2. The Supply Order will be for one year period or as required by the Council.
3. The Council reserves the right to accept or reject any or all the quotations so received without assigning any reason.
4. All necessary tax deductions/ recoveries as per Govt. of India's rules shall be made as applicable.
5. All quotations should be computerized typed.
6. Supply of Items will be delivered at ICSSR office.
7. The venders are required to enclose a copy of PAN No./Service Tax No./GST No. If the above said documents are found wrong, the action against the firm/vender will be taken as per rules.
8. The envelop must be marked with Tender Notice for supply of Housekeeping Material and date.
9. The quotation should be accompanied by Earnest Money Deposit (EMD) of **Rs.2,000/-** through Demand Draft in favour of ICSSR, without EMD the quotation will not be considered.
10. The sealed quotation should reach to the undersigned either in person or by Registered / Speed Post / Courier on or before **22.09.2017 upto 3:00 p.m.**

Copy to:-

1. All ICSSR Purchase Committee Members.
2. System officer for uploading on official web site.
3. Notice board ICSSR main office/NASSDOC
4. Suppliers of **Photocopier Toner**, as per list

(Ashish Deolia)
Administrative officer

INDIAN COUNCIL of SOCIAL SCIENCE REARCH

ARUNA ASAF ALI MARG, NEW DELHI – 110 067

S. No.	Photocopier	Toner No.	Rete Per Unit (GST Extra as per applicable)
1	SHARP M/c Model 6020N	237BT	
2	Konica Minolta 554e	513TN	
3	Konica Minolta 754e	712TN	
4	Toshiba e-studio 452	3530 D	
5	Toshiba e-studio 207	1640 D	

Signatures of bidder

