

# **IN THE HIGH COURT OF JUDICATURE AT PATNA**

## **TENDER NOTICE- 04 /2023-24 (PURCHASE CELL)**

Sealed quotations are invited from reputed local authorized dealers of following brand listed on GEM Portal (having office and after sales/ service located at Patna) for supply of the consumables of Photocopier Machines for the current fiscal year 2023-24.

### **List of consumables/ articles of Photocopier Machine**

<b>Sl. No.</b>	<b>Consumables/ articles name for Photocopier Machine</b>	<b>Model No. of Photocopier Machine</b>	<b>Quantity required</b>
1.	Canon Toner NPG-56	IR4245	24
2.	Canon Toner NPG- 59	IR2002N, IR 2004N	12
3.	Canon Toner NPG- 73	IR4545/IRA4525/IRA4551	15
4.	Canon Drum Unit NPG-56/57	IR4245	06
5.	Canon Drum Unit NPG-26	IR3530	08
6.	Canon Drum Unit NPG-50/51	IR2530	02
7.	Konica Minolta Toner TN 513	Bizhub 454e	12
8.	Konica Minolta Drum Unit 512K	Bizhub 454e	04
9.	Konica Minolta Toner TN 628	Bizhub 454i	15
10.	Xerox Toner B1025	B1025/1022	12
11.	Xerox Drum unit (copy cartridge) B1025/1020	B1025/1022	06

### **Terms and conditions-**

1. The firm concerned should be preferably listed on GEM Portal (having Office/ Branch and after sales/ service located at Patna).
2. The consumables materials/articles should be in original and good condition.
3. The rate quoted in the tender should be inclusive of GST.

4. The successful bidder will have to pay the security deposit equivalent to 5% of order value. This amount will be refundable after supply and verification of the articles.
5. The court reserves the right to accept or reject any or all quotations.
6. GST number and PAN should be furnished in the quotation.
7. Defective materials should be replaced immediately by the firm concerned, free of cost.
8. No advance payment shall be made and the firm shall submit its bill in duplicate at the time of supply of articles.
9. Payment will be made through CFMS, not in cash.

Each page of bid should be duly signed and stamped by the suppliers. The bid complete in all respect, should be submitted in the Chambers of the undersigned within three weeks from the date of publication on official website of Patna High Court, Patna i.e. <https://patnahighcourt.gov.in/notices/tenders>

  
**Officer on Special Duty**  
**Patna High Court, Patna**