

# **HIGH COURT OF JUDICATURE AT PATNA**

## **TENDER NOTICE- 05/ 2024-25 A. D. (Establishment)**

Sealed quotations are invited from the bona-fide and reputed local authorized dealers of the following brand listed on GEM Portal (having office and after sales/ service located in Patna) for supply of the consumables of Photocopier Machines for the current financial year 2024-25.

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

<b>Sl. No.</b>	<b>Name of consumables/ articles 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/IR2004N/IR2224N	21
3.	Canon Toner NPG- 73	IR4545/IRA4525/IRA4751	30
4.	Canon Drum Unit NPG-56/57	IR4245	06
5.	Canon Drum Unit NPG-26	IR3530	07
6.	Canon Drum Unit NPG-50/51	IR2530	02
7.	Canon Toner NPG-85	IR ADV 6855i	04
8.	Canon Drum Unit NPG-85	IR ADV 6855i	01
9.	Konica Minolta Toner TN 513	Bizhub 454e	10
10.	Konica Minolta Drum Unit DR 512K	Bizhub 454e	03
11.	Konica Minolta Toner TN 628	Bizhub 450i & 550i	21
12.	Konica Minolta Drum Unit DR 618K	Bizhub 450i & 550i	07
13.	Xerox Toner B1025	B1025	10
14.	Xerox Drum Unit (copy cartridge) B1025	B1025	02

**Terms and conditions-**

1. The firm concerned should be preferably listed on GEM Portal (having Office/ Branch and after sales/ service located in 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. GST number and PAN should be furnished in the quotation.
5. The successful bidder will have to pay the security deposit equivalent of 5% of order value. This amount will be refunded after supply and verification of the articles.
6. Defective materials should be replaced immediately by the firm concerned, free of cost.
7. Statement regarding any previous supplies made to government institutions may be provided.
8. The Court reserves the right to accept or reject any or all quotations without assigning any reason whatsoever.
9. No advance payment shall be made and the firm shall submit its bill, in duplicate, for payment after supply of articles.
10. Payment will be made in account of the firm after due verification of articles supplied.

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 28 days from the date of publication on official website of Patna High Court:- <https://patnahighcourt.gov.in/notices/tenders> i.e. till 5:00 PM on 30/10/2024.

Dated: 03/10/2024

 03-10-24.  
Registrar (Establishment) I/C

Patna High Court, Patna