

M/S _____

Subject: **Invitation of Tender for Toner Cartridge etc.**

Dear Sir,

We invite you to quote for subject item with details as under:

S/No	Description	A/U	Qty	Unit Price	Total Value
1	SWITCH 1) MODEL # ATEN US-221 OR EQUIVALENT 2) PRODUCT DESCRIPTION ATEN US-221 – USB PERIPHERAL SHARING SWITCH - 2 PORTS - DESKTOP 3) DEVICE TYPE USB PERIPHERAL SHARING SWITCH - 2 PORTS 4) DATA TRANSFER RATE 480 MBPS 5) DATA LINK PROTOCOL HI- SPEED USB 6) PORTS 2 X HI-SPEED USB 7) CONNECTIVITY TECHNOLOGY WIRED 8) INTERFACES USB : 2 X 4 PIN USB 9) OS COMPATABILITY: WINDOWS 2000/XP/VISTA,MACOS AND FREEBSD 10) BEEP INDICATES PC CHANGE AND BUSY STATUS Size: STANDARD	No	12		
2	CARTRIDGE 1) HP COLOR LASERJET CC532A YELLOW PRINT CARTRIDGE OR EQUIVALENT 2) COMPATIBILITY: HP COLOR LASERJET CM2320 AND CP2025 SERIES PRINTERS Size: STANDARD	No	5		
3	CARTRIDGE 1) HP COLOR LASERJET CC533A MAGENTA PRINT CARTRIDGE OR EQUIVALENT 2) COMPATIBILITY: HP COLOR LASERJET CM2320 AND CP2025 SERIES PRINTERS Size: STANDARD	No	5		
4	CARTRIDGE 1) HP COLOR LASERJET CC530A BLACK PRINT CARTRIDGE OR EQUIVALENT 2) COMPATIBILITY: HP COLOR LASERJET CM2320 AND CP2025 SERIES PRINTERS Size: STANDARD	No	5		
5	CARTRIDGE 1) HP COLOR LASERJET CC531A CYAN PRINT CARTRIDGE OR EQUIVALENT 2) COMPATIBILITY: HP COLOR LASERJET CM2320 AND CP2025 SERIES PRINTERS Size: STANDARD	No	5		
6	TONER CARTRIDGE 1)FOR LASER JET PRINTER HP-1100 2) 1100A AND 3200 (C4092A) Size: STANDARD	No	8		
7	TONER CARTRIDGE 1)FOR LASER JET PRINTER HP-5000 2) 5000N AND 5000GN (C4129X) Size: STANDARD	No	7		
8	TONER CARTRIDGE 1)BLACK FOR LASER PRINTER HP-1300 (Q2613A) Size: STANDARD	No	36		
9	TONER CARTRIDGE 1)FOR LASER JET PRINTER HP-5164A Size: STANDARD	No	2		

10	TONER CARTRIDGE 1) BLACK PRINT CARTRIDGE FOR HP LASER JET 1320 MODEL Q 5949A Size: STANDARD	No	14		
11	TONER CARTRIDGE 1)HP LASERJET 2550 COLOR Size: STANDARD	No	3		
12	TONER CARTRIDGE 1)HP LASER JET 3030 Size: NA	No	6		
13	TONER CARTRIDGE 1) FOR LASER JET PRINTER HP-2015 Size: STANDARD	No	40		
14	TONER CARTRIDGE 1) BLACK TONER CARTRIDGE FOR HP LASER JET P1005 Size: STANDARD	No	36		
15	TONER CARTRIDGE 1) FOR PRINTER HP LASERJET P2035 (CE505A) Size: STANDARD	No	48		
16	TONER CARTRIDGE 1) TONER CARTRIDGE (CB436A) FOR HP LASERJET (M1522NF) FAX MACHINE Size: N/A	No	4		
17	INK CARTRIDGE 1)TRICOLOR PRINT CARTRIDGE 78 FOR HP DESKJET 1280 PRINTER Size: STANDARD	No	3		
18	INK CARTRIDGE 1)INKJET PRINT CARTRIDGE 45 (BLACK) FOR HP DESKJET 1280 PRINTER Size: STANDARD	No	3		
19	INK CARTRIDGE 1) BLACK INK CARTRIDGE USE IN HP HP DESKJET D1660 PRINTER Size: STANDARD	No	7		
20	INK CARTRIDGE 1) HP 60XL TRICOLOR INK CARTRIDGE USE IN HP DESKJET D1660 PRINTER Size: STANDARD	No	8		
21	RIBBON CARTRIDGE 1)COLOR FOR CARD PRINTER (YMCKOI) Size: STANDARD	No	5		
22	SLEEVE 1)FOR USE IN HP-5100 Size: STANDRARD	No	3		
				Total Value:	
				GST Amount:	
				Net Total Value:	

Terms & Conditions

- 1) Delivery: Free delivery IST Store.
- 2) Offer shall be made as per our demanded specs or equivalent.
- 3) Payment: Through Cheque after delivery & satisfactory inspection of supplied stores.
- 4) All Taxes will be applicable as per Govt. rules.
- 5) Delivery: within 15 days after issuance of purchase order.
- 6) Validity: 60 days.
- 7) Minimum Warranty: 12 Months.
- 8) Supplier must be OEM certified supplier.OEM Authorization certificate must be accompanied with offer.
- 9) Performance bond equivalent to 10% of total order value to be provided.
- 10) Offer will be evaluated in a manner that brings "value for money" to IST.
- 11) Conditional bids will be liable for rejection.
- 12) Items must be quoted as per user requirements. Before submitting any offer, bidder must consult the concerned user regarding any query/specifications. No changes in the offer will be accepted later on.
- 13) Your offer must reach this office in sealed envelope on **02-Feb-12** at **10:30** hours. Offer will be opened publically at **11:00** hours on same date.

Regards,

Jawad Rehmatullah
Dy Asstt Director
(Procurement)