



REGIONAL INSTITUTE OF MEDICAL SCIENCES: IMPHAL-795004
(An Autonomous Institute under Ministry of Health & Family Welfare, Govt. of India.)
No. PUR/CART- 43/13 Imphal the

INVITATION OF RATE QUOTATION

Subject: -Submission of Rate Quotation (**Single Bid System**) along with dealership/authorized Stockist /Manufacturer certificate, catalogue of the item, terms and conditions for supply of **Laser Jet Printer Compatible Cartridge 78A, 88A, 12A** for use of RIMS, Imphal.


Dear Sirs,

I am directed to request you to kindly submit the rate quotation along with a copy of dealership /authorized stockist/manufacturer certificate, catalogue of the item, terms and conditions for supply of **Laser Jet Printer Compatible Cartridge 78A, 88A, 12A** specification of which are mentioned in "Annexure - A", in favour of the Director RIMS, Imphal on or before 12.07.2019

The following details, terms and Conditions may please be noted.

- (1) The cover of the rate quotation should be subscribed "**Single Bid System**" for supply of **Laser Jet Printer Compatible Cartridge 78A, 88A, 12A** for use of RIMS, Imphal.
- (2) The items should be of well known manufacturer/Brand.
- (3) The price in words and figures should be indicated clearly. The brand of the product should also clearly be mentioned along with catalogue.
- (4) Firm's GST No., Registration No., PAN No., non black list affidavit, Authorization Certificates etc.
- (5) GST Charges for the items should mention clearly.
- (6) The rate tendered should be valid for one year from the due dates of submission the tenders.
- (7) The Manufacturer/Supplier should have local authorized Dealer/ Stockist, from whom the items to be delivered.
- (8) Earnest money Rs.10,000/-(Rupees ten thousand) only along with rate quotation should be submitted in the form of Bank Draft from any Nationalized Bank in favour of Director RIMS, payable at Imphal. Interest on such Earnest Money will not be borne by us. The earnest money of unsuccessful firm will be refunded on demand. For the successful bidder, it will be retained as security deposit which shall be refundable after satisfactory completion of supplies. In the event of failure to supply the items within the validity period and within the stipulated period from the date of placing supply order, the security Deposit shall be forfeited without any prior notice.
- (9) The delivery should be made at Purchase Section, RIMS, Imphal within 30 days from the date of placing supply order.
- (10) Failure to supply the items within the stipulated period and also within the validity period, the successful bidder/supplier is liable to be blacklisted.

Yours faithfully


(Kaikam Dounel)

Deputy Director (Admn),
Regional Institute of Medical Sciences,
Imphal.

Annexure – A

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|-----------------------------|---|-----------|
| 1. Compatible Cartridge 78A | - | 5000 nos. |
| 2. Compatible Cartridge 88A | - | 5000 nos. |
| 3. Compatible Cartridge 12A | - | 1000 nos. |



(Kaikam DOUNGEL)

Deputy Director (Admn),
Regional Institute of Medical Sciences,
Imphal.