



No. 7/21/2011-Adm.III

भारत सरकार

Government of India

विद्युत मंत्रालय

Ministry of Power

Shram Shakti Bhawan, Rafi Marg, New Delhi – 110001

November 04, 2011

To

As per list enclosed

Subject: Quotation for supply of toner/cartridge for Canon make Fax Machines/Multifunctional Devices.

Quotations in sealed cover are invited from the authorized dealers of M/s Canon India Pvt. Limited for supply of toner/cartridges for Canon make Fax Machines/Multifunctional Devices as per details given below:-

S.No.	Specification of Machine
1.	Canon L-220 fax machine
2.	Canon L-140 fax machine
3.	Canon 4380dn Multifunctional Device
4.	Canon 4580dn Multifunctional Device
5.	Canon 8050Cn Multifunctional Device

2. Firms interested in supplying toner/cartridge in this Ministry, can submit their quotations in prescribed proforma (enclosed), addressed to the Under Secretary (GA), Ministry of Power, Room No. 22, Shram Shakti Bhawan, Rafi Marg, New Delhi on or before 18.11.2011 by 3.00 PM. Quotations will be opened on the same day at 3.30 PM.

3. A copy of certificate of authorization letter valid as on date issued by Canon India Pvt. Ltd. and an undertaking in respect of owning all the responsibility about the genuineness of the items must accompany the quotations.

4. An earnest money of Rs. 5000/- should be deposited in the form of Bank Draft drawn in favour of Pay & Accounts Officer, Ministry of Power, New Delhi along with the quotation document.

5. The successful firm will have to deposit a Performance Security of Rs. 10,000/-. The rates will remain valid for one year. However, the period of contract can be further extended with mutual consent

6. The Ministry reserves the right to reject any or all the tenders without assigning any reason.

7. The tender document issued vide letter of even number dated 4.10.2011 may be treated as cancelled.

Yours faithfully,


(P.K. Singh)

Section Officer

Tele: 2335-8267

Section Officer
Ministry of Power

S.No.	Make & Model of Machine	Cartridge/Toner No.	Rate (in Rs.) (inclusive VAT)
1.	Canon L-220 fax machine		
2.	Canon L-140 fax machine		
3.	Canon 4380dn Multifunctional Device		
4.	Canon 4580dn Multifunctional Device		
5.	Canon 8050Cn Multifunctional Device		


 4.11.11
P. K. SINGH
 Section Officer
 Minister's Office
 Govt. of India
 New Delhi