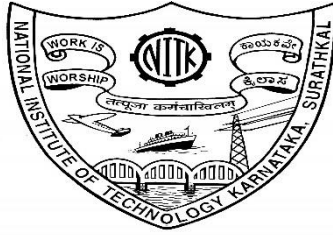


# NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL

STATIONERY SECTION  
POST-SRINIVASNAGAR, MANGALORE – 575 025 (D K)  
Phone: (0824) 2474000. Fax: (0824) 2474033  
Email: [info@nitk.ac.in](mailto:info@nitk.ac.in) Website: <http://www.nitk.ac.in>



## NOTICE INVITING QUOTATION

Notification. No: NITK/STNY/2024-25/CANON/03/B6

Dated: 22/05/2024

Name of Goods	CARTRIDGES
Estimated Amount:	₹1,25,000=00
Time for Supply of item after the release of Purchase order	12 (Days)
Document Download / Sale Start Date	24/05/2024 - 4:30 PM
Clarification Start Date	N. A
Clarification End Date	N. A
Bid Submission Start Date	24/05/2024 - 4:30 PM
Last Date for submission of bids	03/06/2024 before 5.00 PM
Bid Opening Date	04/06/2024 - 3:30 PM
Address for Submission of bids	SUPERINTENDENT PURCHASE SECTION Ph:08242473014 Email id. <a href="mailto:supdt-purchase@nitk.edu.in">supdt-purchase@nitk.edu.in</a> email id. <a href="mailto:b6-assistant@nitk.edu.in">b6-assistant@nitk.edu.in</a>



**NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL**  
**STATIONERY SECTION**

POST SRINIVASNAGAR, MANGALORE – 575 025

Phone: (0824) 2474000

Fax: (0824) 2474033

Email: info@nitk.ac.in

Website: http://www.nitk.ac.in

Notification No: **NITK/STNY/2024-25/CANON/03/B6**

**Date: 22/05/2024**

**NOTICE INVITING QUOTATION (NIQ)**

The National Institute of Technology Karnataka, Surathkal (in short – NITK, Surathkal) is an Institute Of National Importance Under Ministry of Education Govt of India, imparting Technical Education and engaged in Research Activities. It is proposed to procure the items for the departmental academic/research activities.

Sealed Quotations as per the Price Schedule given in this NIQ are invited for the following items subject to the terms and conditions, from the reputed manufacturers or their authorized dealers so as to reach on or before the scheduled date and time. The quotations on the firm's Business letterhead should be addressed to the "Director, NITK, Surathkal". The envelope shall be superscribed with the Quotation Notification Number and the Name of the Goods for which the quotation is submitted.

<b>Name of Goods</b>	<b>CARTRIDGES</b>
<b>Estimated Amount:</b>	<b>1,25,000=00</b>
<b>Time for Supply of item after the release of Purchase order</b>	<b>12(Days)</b>
<b>Document Download / Sale Start Date</b>	<b>24/05/2024 - 4:30 PM</b>
<b>Clarification Start Date</b>	<b>N. A</b>
<b>Clarification End Date</b>	<b>N. A</b>
<b>Bid Submission Start Date</b>	<b>24/05/2024 - 4:30 PM</b>
<b>Last Date for submission of bids</b>	<b>03/06/2024 before 5.00 PM</b>
<b>Bid Opening Date</b>	<b>04/06/2024 - 3:30 PM</b>

Note: The Institute shall not be responsible for any postal delay about non-receipt /non-delivery of the bids or due to the wrong addressee.

Sd/-  
**Assistant Register (Purchase)**

**SECTION-1**  
**Terms and Conditions**

1. The rates should be quoted for preferably FOR destination from supply within India.
2. The bidder shall indicate the excise duty exemption for the goods if applicable.
3. The rate quoted should be on a unit basis. Taxes and other charges should be quoted separately, considering exemptions if any. The rate should be quoted in INR only
4. Rate quoted should be inclusive of Testing, commissioning, and Installation of equipment and Training.
5. Payment: No advance payment will be made. Payment will be made only after the supply of the item in good and satisfactory condition and receipt of performance security by the supplier.
6. Guarantee/Warranty period should be specified for the complete period should be specified in section 3 of this tender document.
7. Period requirements for the supply and installation of items should be specified in section 3 of this tender document.
8. In case of dispute, the matter will be subject to Mangalore Jurisdiction only.
9. **Liquidated Damages**: Timely delivery is the essence of the contract and hence if the supplier fails to deliver goods within the original/extended delivery period(s) specified in the contract, the institute will be entitled to deduct/recover the liquidated damages for the delay, unless covered under Force majeure conditions aforesaid, **@1% per week or part of the week of the delayed period** as pre-estimated damages not exceeding 5% of the contract value without any controversy/dispute of any sort whatsoever.

**SECTION-2**  
**SCHEDULE OF REQUIREMENTS, SPECIFICATIONS AND ALLIED DETAILS**  
[ To be filled up by the Department / Centre of NITK, Surathkal ]

---

Item(s) Name to be Procured : CARTRIDGES

Brief Specifications of the Item(s)  
(Attach Additional Sheet if necessary) : Attached

Quantity : Attached

Any other details / requirement : -----

Warranty Period required : -----

Delivery Schedule expected  
after placement of Purchase order  
(in Weeks) : 10 Days

**SECTION 3  
PRICE SCHEDULE**

[ To be used by the bidder for submission of the quotation]

- 
1. Item Name :
  2. Specifications  
(Conforming to Schedule of requirements  
Enclose additional sheets if necessary) :
  3. Currency and Unit Price :
  4. Quantity :
  5. Item Cost (SI No. 3 \* SI. No. 4 ) :
  6. Taxes and Other Charges :  
(i) Specify the type of taxes and duties  
in percentages and also in figures.  
(ii) Specify Other Charges in figures.
  7. **Warranty Period** :  
**(Conforming to the Schedule of  
requirements)**
  8. Delivery Schedule :  
(Conforming to the Schedule of requirements)
  9. Name and address of the Firm for  
placing purchase order :
  10. Name and address of Indian authorized  
agent ( in case of imports only) :

**Signature of the Bidder:** \_\_\_\_\_

**Name and Designation:** \_\_\_\_\_

**Business Address** : \_\_\_\_\_

\_\_\_\_\_

**Place:**  
**Date:**

**Seal of the Bidder's Firm**

**SECTION 4**  
**CONTRACT FORM**

[ To be provided by the bidder on the business letterhead]

---

1. (Name of the Supplier's Firm) hereby abide by the delivery schedule mentioned in this document for the supply of the items if the purchase order is awarded.
2. The item will be supplied conforming to the specifications stated in this document without any defects and deviations.
3. Warranty will be given for the period mentioned in this document and service will be rendered to the satisfaction of NITK, Surathkal during this period.

**Signature of the Bidder:** \_\_\_\_\_

**Name** : \_\_\_\_\_

**Business Address** : \_\_\_\_\_

\_\_\_\_\_

**Place:**  
**Date :**

**Seal of the Bidder's Firm**

**Annexure-I**

<b>Sl.no</b>	<b>Toner model number</b>	<b>Quantity Required for 6months</b>
1.	CANON 328	5
2.	CANON 337	6
3.	CANON 925	9