

**OFFICE OF THE COMPTROLLER AND AUDITOR GENERAL OF INDIA**  
**9, DEEN DAYAL UPADHYAYA MARG,**  
**NEW DELHI – 110 124**

**No. 331/GSS/Sty./Store/7-2006/Vol-V**

**Dated 9.4.2010**

**Subject: Calling of Quotations for supply of various Computer Consumable and Stationery items to this office.**

Office of the Comptroller and Auditor General of India, New Delhi invites sealed quotations from reputed registered Vendors for empanelment for **supply of various Computer Consumable and Stationery items as mentioned below to this office** for the financial year 2010-11.

SL. No.	Name of items	Unit on which rate to be offered
1.	Computer Paper 132 ( 15x12x1-1000 sheet 80 GSM Century Brand)	One Packet
2.	Computer Paper 132 (15x12x2-500 sheet 80 GSM Century Brand)	One Packet
3.	Computer Paper 80 (10x12x1-1000 sheet 80 GSM Century Brand)	One Packet
4.	Computer Paper 80 (10x12x2-500 sheet 80 GSM Century Brand)	One Packet
5.	Computer Paper 80 (10x12x3-250 sheet 80 GSM Century Brand)	One Packet
6.	Computer Ribbons i Lipi MT 645/661/691 (Size 24.4 mmx 45 m) ii Wipro RIB – O5004 iii Printonix Printer Ribbons 107675-001	One
7.	Floppy Box 3½ Sony <sup>2</sup> HD/Imation Brand (10 No. in each Box)	One Box
8.	Floppy Mailer /C.D Mailer (Small)	One Box
9.	Floppy Mailer /C.D Mailer (Big)	One
10.	Floppy Storage Box (Capacity 10)	One
11.	Floppy Storage Box (Capacity 20)	One
12.	Floppy Storage Box (Capacity 30)	One
13.	Floppy Storage Box (Capacity 50)	One
14.	Floppy Storage Box (Capacity 100)	One
15.	C.D ( R ) Blank(Sony, Imation, Samsung)	One
16.	C.D ( R/W) (Sony, Imation, Samsung)	One

17.	C.D Storage Box (Capacity 10)	One Box
18.	C.D Storage Box (Capacity 20)	One Box
19.	C.D Storage Box (Capacity 30)	One Box
20.	C.D Storage Box (Capacity 50)	One Box
21.	C.D Storage Box (Capacity 100)	One Box
22.	Print Cartridge -45-A Black	
23.	Print Cartridge -41-A-Coloured	
24.	Print Cartridge -23-D Coloured	
25.	Print Cartridge -15-D Black	
26.	Print Cartridge -17(c – 6625-a)	
27.	Print Cartridge – 78-D Coloured	
28.	Print Cartridge -56-A	
29.	Print Cartridge -27	
30.	Print Cartridge 57- A	
31.	Print Cartridge 28- A	
32.	Print Cartridge 852	
33.	Print Cartridge 855	
34.	Print Cartridge 21	
35.	Print Cartridge 22	
36.	Print Cartridge 10	
37.	Print Cartridge 11	
38.	Print Cartridge 18	
39.	Print Cartridge -901	
40.	Print Cartridge -901(Coloured)	
41.	Print Cartridge -703 (Black)	
42.	Print Cartridge -703-(Coloured)	
43.	Print Cartridge -88-(Black)	
44.	Print Cartridge – 88 (Coloured)	
45.	Print Cartridge – 818 (Black)	
46.	Print Cartridge – 818 (Coloured)	
47.	Print Cartridge – BC -6 Canon	
48.	Print Cartridge 8 (Canon brand-Cyan, Magenta Yellow Coloured)	
49.	Print Cartridge Canon -5 (PGI-5)	
50.	Toner Cartridge 96-A	
51.	Toner Cartridge 3903-F	
52.	Toner Cartridge 3906-F	
53.	Toner Cartridge 17-K Wipro	
54.	Toner Cartridge 2612-A	
55.	Toner Cartridge 13-A	
56.	Toner Cartridge for fax machine FX-3 Canon	
57.	Toner Cartridge 9700-A	
58.	Toner Cartridge 9701 Cyan Coloured	
59.	Toner Cartridge 9702-A Yellow Coloured	
60.	Toner Cartridge 9703-A	
61.	Toner Cartridge 9704-A Coloured	
62.	Toner Cartridge 2624-A	

63.	Toner Cartridge 3960-A	
64.	Toner Cartridge 3961-A	
65.	Toner Cartridge 3962-A	
66.	Toner Cartridge 3963-A	
67.	Toner Cartridge 3964-A	
68.	Toner Cartridge 3971-A	
69.	Toner Cartridge 3972-A	
70.	Toner Cartridge 3973-A	
71.	Toner Cartridge 6470-A	
72.	Toner Cartridge 6471-A	
73.	Toner Cartridge 6472-A	
74.	Toner Cartridge 6473-A	
75.	Toner Cartridge Wipro 2050 1500+tn-0028 TN	
76.	Toner Cartridge Brother – TN-4100(HL 6150 DN)	
77.	Drum Cartridge Brother DR 4000 6050 DN	
78.	Fax Cartridge BC -20	
79.	Fax Rolls (30 Mts. Mitsubishi thermal Paper)	Roll
80.	Fax imagine film Sharp (F.O.15-CR)	
81.	Fax imagine film Sharp 06-CR	
82.	Fax Toner Cartridge (SCX-4200	
83.	Toner Cartridge CB-540 (Black)	
84.	Toner Cartridge CB-541 (Cyan)	
85.	Toner Cartridge CB -542 (Yellow)	
86.	Toner Cartridge CH-543 (Magenta)	
87.	Toner Cartridge CC-388A	
88.	Fax Toner Cartridge (SCX-4521-D3)	
89.	Toner Cartridge 3145 (Brother)	
90.	Brother DR -3117 Drum cartridge	
91.	Samsung Toner Cartridge CLP-510 (Black, Cyan, Yellow, Magenta Coloured)	
92.	Wipro- process unit 1500+ drum kit)	
93.	DVD Blank (Sony, Imation, Samsung)	
94.	Samsung Toner Cartridge CLP-610 (Black, Cyan, Yellow, Magenta Coloured)	
95.	Samsung CLP-510 drum Kit	
96.	CLP- Samsung 610 drum Kit	

The sealed quotations addressed to Director(Personnel), Office of the Comptroller and Auditor General of India, 9, Deen Dayal Upadhyaya Marg, New Delhi – 110 124 should reach this office latest by **16<sup>th</sup> April, 2010**.

The terms and conditions on which the work will be entrusted to the successful bidder will be as under:

- A Dealership/Reseller/Supplier certificate issued by the HP/Canon/Samsung, as the case may be, should be enclosed with the rate list.
- Documentary evidence towards bidder's No., valid Sales Tax/Vat No., Registration/Trade Licence should be submitted alongwith the quotation. Original certificates may have to be produced before placement of final orders.
- The average annual turnover of the bidder shall not be less than 1 Crore for the last two financial years.
- The rates offered in the quotation will not be enhanced during the period of contract.
- The rate of each items mentioned above **should be quoted separately**. The vendor shall be entirely responsible for all taxes, duties etc. and the quoted price would be assumed as final including all taxes, duties and surcharges.
- The print cartridge/toner cartridge should be delivered in original and any gift announced by the HP/Canon/Samsung on any cartridge/toner, shall be supplied alongwith the ordered items automatically to this office.
- An undertaking, in respect of owing all the responsibility about genuineness of the items must accompany the quotation. The specific item(s) is/are to be supplied immediately on demand but latest within two calendar days.
- List of the various organizations to whom similar services have been provided in the last 2 years.
- No cutting/overwriting is allowed in the quotations
- The department reserves the right to accept or reject the quotation without assigning any reason. The decision of the competent authority of this office, in this regard, shall be final and binding.

Sd/-

**(A K Vatta)**  
**Sr. Administrative Officer (GSS)**