

## TENDER NOTICE FOR PURCHASE OF TONERS

Sealed bids marked "QUOTATION FOR PURCHASE OF HP OR EQUIVALENT / COMPATIBLE TONERS" in bold from registered firms are invited for supply of the following Toners / Cartridges.

Black & White / Color Toners							
S/N	Printers	Toner	Qty	S/N	Printers	Toner	Qty
1.	HP 2035	05-A	20 Nos	23.	Color Toner Set Ink Tank 310	-	04 Nos
2.	HP 1020	12-A	80 Nos	24.	HP-15A	48-A	20 Nos
3.	HP 1300	13-A	10 Nos	25.			
4.	HP-712dn	14-A	10 Nos	26.	HP-130fn	17-A	20 Nos
5.	HP 1200	15-A	20 Nos	27.			
6.	HP-404dn	76-A	40 Nos	28.	Color Toner Set HP M255dw		On requirement
7.	HP-404dn	59-A	40 Nos	29.			
8.	HP 402dn & HP 402n	26-A	250 Nos	30.	Color Toner Set HP CP 2025		
9.	HP 1005	35-A	20 Nos	31.	Color Toner Set HP M254nw		
10.	HP 1505	36-A	20 Nos	32.	Color Toner Set HP MFP 477fdw & fnw		
11.	HP 1320	49-A	20 Nos	33.	Color Toner Set HP M451nw		
12.	HP 2015	53-A	10 Nos	34.	Color Toner Set HP 451 & 452dn		
13.	HP 606dn	81-A	05 Nos	35.	Color Toner Set HP M351a		
14.	HP 400/401	80-A	60 Nos	36.	Color Toner Set HP 251nw		
15.	HP P1606dn	78-A	80 Nos	37.	Color Toner Set HP 277dw		
16.	HP 102A	17-A	20 Nos	38.	Color Toner Set HP CP 1215		
17.	HP 102A Drum Kit	19-A	20 Nos	39.	Color Toner Set HP 454dw (415-A)		
18.	HP-137fnw	107-A	10 Nos	40.	Color Toner Set HP CP 1025		
19.	HP-9050	43-X	05 Nos	41.	Color Toner Set HP M254dw		
20.	HP 1102	85-A	100 Nos	(Black, Yellow, Magenta and Cyan) may also be mentioned for above mentioned Color Printers.			
21.	HP-127fn	83-A	25 Nos				
22.	HP-4003dn	151-A	10 Nos	42.	HP-107	107-A	10 Nos

### TERMS AND CONDITIONS

- HP or equivalent compatible authorized dealers (not black listed), registered with Sales Tax Department are eligible to quote the bid for **HP or equivalent / compatible toners**. Interested firms must attach copies of Sales Tax Number, Registration Certificate, Vendor Number and NTN, etc.
- Vendor must quote prices in Pak Rupees including all taxes.
- The firms offering quotation for HP or equivalent / compatible toners must provide certificate for authorized supplier of HP toners or equivalent and provide affidavit on Stamp Paper that Toners are of original HP made or equivalent and not local made, refilled or refurbished.
- The firms whose offers of Toners / cartridges are accepted / approved, will be bound to supply the same on short notice at "K-Block, Pak Sectt, Islamabad" on their own carriage / transport.
- **Quantity of the items can be increased or decreased.**
- **Rates offered by the firms will remain valid till 30.06.2025.**
- The procuring agency reserve the right to retrench the amount involved in supply of non-genuine / refilled toners from the bill of the supplier in case of rates of HP genuine toners are approved.
- Competent authority reserves the right to accept, reject all quotations in partial or full. Upon request procuring agency, will communicate the reasons or grounds for bid rejection.

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- As per rule 39 of PPRA Rules 2004, performance guarantee in the shape of Bank guarantee minimum **Rs.350,000/-** must be attached with the bids on the name of DDO, K-Block Pak Sectt , Islamabad.
- In case of any dispute regarding the terms and conditions and the quality of items, decision of procuring agency will be considered as final.
- Succeeded firm will be bound to supply the toners in Islamabad within 10 days positively after issuance of supply order. Payment will be released against delivery of items as per supply / purchase order upon full satisfaction through AGPR as per government policy.
- The bid security will be returned to the unsuccessful bidders immediately after finalization of the tender.
- The sales Tax Registration Certificate, NTN and Vendor number as well as facilities of telephone / fax lines must be printed on the quotations / bills of the competing firm as AGPR is not accepting bills without such information printed on the bill.
- An affidavit to the effect that the firm has never been indulged in any litigation and has never been blacklisted by any Ministry / Division / Department / Organization of the Government(s) must be attached with the bids.
- Bids in sealed envelope marked "**QUOTATION FOR PURCHASE OF TONERS**" should reach at the following address on **05.09.2024** at **1100hrs** through registered courier service. Tender will be opened on same date / venue at **1130hrs** in the presence of bidders / their authorized representative:-

**Director (Admn), "K"-Block  
Pak Secretariat, Islamabad**