

POLICE



DEPARTMENT

No. E1-7306/2017/SCRB

State Crime Records Bureau,
Thiruvananthapuram
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04712446522
Dated. 09-05-2018

Quotation Notice

Due date and time for receipt of quotations	25.05.2018, 5 PM
Date and time for opening of quotations	26/05/2018
Date up to which the rates are to remain firm for acceptance	90 days
Designation and address of the officer to whom the quotation is to be addressed	Additional Director General Of Police, State Crime Records Bureau, Thiruvananthapuram.
Superscription	Quotation for purchasing NPG 28 Drum Unit and NPG 28 Toner to the Photocopier Canon Image Runner 2422L installed in SP-ICT Camp Office in SCRB .

Sealed quotations are invited for the purchasing NPG 28 Drum Unit and NPG 28 Toner to the Photocopier Canon Image Runner 2422L SI No. HWB05094 installed in SP-ICT Camp Office in SCRB .The rates quoted should be for delivery of the articles at the place mentioned below the schedule. The necessary superscription, due date for the receipt of quotations, the date up to which the rates will remain firm for acceptance and the name and address of officer to whom the quotation is to be sent are noted above. Any quotation received after the time fixed as due date is liable to be rejected. The maximum period required for delivery of the articles should also be mentioned. Quotations not stipulating period of firmness of the rate and with price variation clause and/or 'subject to prior sale' condition are liable to be rejected. The acceptance of the quotations will be subject to the following conditions:

1. Withdrawal from the quotation after it is accepted or failure to supply within a specified time or according to specifications will entail cancellation of the order and purchases being made at the offerer's expense from elsewhere, any loss incurred thereby being payable by the defaulting party. In such an event the Government reserves the right to remove the defaulter's name from the list of Government suppliers permanently or for a



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specified number of years.

2. Samples, duly listed, should be forwarded if called for under separate cover and the unapproved samples got back as early as possible by the offerers at their own expense and the Government will in no case be liable for any expenses on account of the value of the samples or their transport charges, etc. In case, the samples are sent by railway; the railway receipt should be sent separately, and not along with the quotation since the quotation will be opened only on the appointed day and demurrage will have to be paid if the railway parcels are not cleared in time. Quotations for the supply of materials are liable to be rejected unless samples, if called for of the materials tendered for are forwarded. The approved samples may or may not be returned at the discretion of the undersigned.

3. Any attempt on the part of tenderer or their agents to influence the Officers concerned in their favour by personal canvassing will disqualify the tenderer.

4. If any license or permit is required, tenderer must specify in their quotation and also state the authority to whom application is to be made.

5. (a) In cases where a successful tenderer, after having made partial supplies fails to fulfill the contracts in full, all or any of the materials not supplied may, at the discretion of the Purchasing Officer be purchased by means of another tender/quotation or by negotiation or from the next higher tenderer who had offered to supply already and the loss, if any, caused to the Government shall thereby together with such sums as may be fixed by the Government towards damages be recovered from the defaulting tenderer.

(b) Even in cases where no alternate purchases are arranged for the materials not supplied, the proportionate portion of the security deposit based on the cost of the materials not supplied at the rate shown in the tender of the defaulter shall be forfeited and balance alone shall be refunded.

(c) Any sum of money due and payable to the contractor (including Security Deposit returnable to him) under this contract may be appropriated by the Purchasing Officer or Government or any other person authorized by Government and set-off against any claim of the Purchasing Officer or Government for the payment of a sum of money arising out of or under any other contract made by the contractor with the Purchasing officers or Government or any other person authorized by Government.

9. The prices quoted should be inclusive of all taxes, duties, cess, etc., which are or may become payable by the contractor under existing or future laws or rules of the country of origin/supply or delivery during the course of execution of the contract.

10. Ordinarily payments will be made only after the supplies are actually verified and taken to stock but in exceptional cases, payments against satisfactory shipping documents including certificates of Insurance will be made up to 90 per cent of the value of the materials at the discretion of Government. Bank charges incurred in connection with payment against documents through bank will be to the account of the contractor. The firms will produce stamped pre-receipted invoices in all cases where payments (advance/final) for release of railway receipts/shipping documents are made through Banks. In exceptional cases where the stamped receipts of the firms are not received for the payments (in advance) the unstamped receipt of the Bank (i.e. counterfoils of payinslips issued by the Bank) alone may be accepted as a valid proof for the payment made.



Tomin J Thachankary IPS
Additional Director General of Police



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