

R-5082/CC
9.4.18

Office of the Controller of Examinations
Aligarh Muslim University, Aligarh

Tender Notice

D. No.: XM/ 023/Accounts

Dated: 06.04.2018

Dear Sirs,

Sealed quotations are invited for the following articles for session 2018-19 on the terms and conditions printed over-leaf.

Quotation should reach in this office on or before 20.04.2018 by 12.00 noon.

S. No.	Approximate Quantity Needed	Particular/specification
1	Quantity varies as per requirement from time to time.	Toner HP P1505 (CB436A)
2		Toner HP P1007 (CC388AD)
3		Toner HP P1566 (CE278A)
4		Toner HP P4015N (CC364A)
5		Toner HP P2035 (CE505A)
6		Toner HP P3015 (CE255A)
7		Toner HP M712 (CF214A)
8		Toner HP P3005d (Q7551A)
9		Toner HP M1005 (Q2612A)
10		Toner Samsung 116L
11		Toner Samsung SCX4521FS
12		Toner Canon 303
13		Ribbon LIPI 6800 Line printer (LIPI 6810)
14		Ribbon LIPI 6100 Black Line printer
15		Stickers 70mm x 22mm (a cross in a pack of 10,000 nos.)
16		Card Reader (Multi)
17		CD-R 80/700MB/52X (HP/Moserbaer)/DVD-R
18		Mouse Pads
19		HP Computer Mouse (wire/wireless)
20		HP Pen drive (16GB/32GB/64GB)

Controller of Examinations
A.M.U. Aligarh

INSTRUCTIONS TO SUPPLIERS /TERMS & CONDITIONS

1. Tenders supported with supplier's details sealed in envelop /cover and addressed to the Controller of Examinations, Aligarh Muslim University, Aligarh – 202002
2. Supply should strictly be in accordance with the Specification given in the supply order. The articles not found according to the specification or are damaged, will not be accepted and the supplier will be liable to remove the same from the University Campus, otherwise, University will not be responsible for safe custody of it. The cost of returning of the same shall be borne by the supplier.
3. In case of failure to execute the supply within stipulated period or in case of sub-standard supply, the University will have the right to black-list such supplier.
4. For supply of goods after the stipulated period, a regular sanction of extension of the period by the competent authority is necessary.
5. Any increase in the rates during the course of supply shall not be acceptable.
6. The incidental expenses such as package, carriage, railway freight, forwarding and insurance etc. will be borne by the firm/supplier.
7. Payment shall be made against bill which should be forwarded in duplicate.
8. Rate quoted should be net after allowing all discounts and inclusive GST.
9. All disputes will be settled in Aligarh Court only.
10. The tenders will be accepted from only those suppliers who have valid GST Numbers and the copy of the same may also be submitted with the tenders.
11. Tender must reach in the Office of the Controller of Examinations, Aligarh Muslim University, Aligarh – 202002 **on or before 30.04.2018 by 12:00 am/pm. noon.**
12. The University reserves the right to accept or reject all or any of the tender(s) without assigning any reason thereof.
13. Technical and financial bids are to be submitted separately.

**Controller of Examinations
Aligarh Muslim University, Aligarh**