



উত্তরবঙ্গ কৃষি বিশ্ববিদ্যালয়  
পুণ্ডিবাড়ী, কোচবিহার, পশ্চিমবঙ্গ-৭৩৬১৬৫  
UTTAR BANGA KRISHI VISWAVIDYALAYA  
P.O. PUNDIBARI, DIST. COOCH BEHAR, WEST BENGAL- 736165

ডঃশুভেন্দু বন্দ্যোপাধ্যায়  
নিয়ামক (ভারপ্রাপ্ত)  
Dr. Subhendu Bandyopadhyay  
Registrar (Acting)

ফোন/Phone: 03582-270143 (O)  
ফ্যাক্স/Fax : 03582-270143  
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Tender Ref. No. UBKV/Est. (T&P-02)/37 /2018-19

Date: 18/12/2018

Notice Inviting Tender (NIT)

Sealed Tenders are invited under two bid system viz, Part-I Technical Bid and Part-II Financial Bid from reputed manufacturers, supply agency for supplying of Toner and Drum Unit for various Types of Cannon make **Photocopier Machine** as per Annexure-A at Annual Rate contract.

- **Last date of submission of quotations: 04/01/2019**
- Opening date of Technical Bids: 07/01/2019 at 2.00 p.m.

Terms & Conditions:

1. Tenders to be submitted with a forwarding letter addressed to The Registrar, UBKV, Pundibari, Cooch Behar.
2. Covers of Tenders to be dropped in Specific Tender Box kept at Receipt and Dispatch Section in Registrar Office. UBKV, Pundibari, Cooch Behar.
3. The Bids shall comprises of Self attested Photocopy of the following documents:-
  - i) Valid copy of Trade License
  - ii) Photocopy of PAN Card,
  - iii) Registration Certificate of GST with a copy of last return
  - iv) Dealership / Manufacturing / SSI Certificate
  - v) ISO Certificate(if any)
  - vi) Credentiaity /User list with photographs
  - vii) **Full Specification of items with HSN Code**
4. The Financial Bid comprises of rate of items (F.O.R. destination) per unit including **installation charges, incidental charges, extent of discount (as applicable)**.
5. The Technical Bid and Financial Bid should be submitted in two separate sealed envelopes with broad heading mentioning the name of the item and Tender No. on the top of the envelopes. The sealed envelope of Technical Bid and Financial Bid shall be submitted in a large sealed cover and further mentioning the name of the Item and Tender number on the Top of the Envelope and to be addressed to the Registrar, UBKV, Pundibari, Cooch Behar.
6. The materials should be delivered at site by the Supplier at their own cost and responsibility.
7. The University reserves the right to accept or reject any or all tenders without giving any reason whatsoever.
8. **Validity of quoted rates should be one year from the date of acceptance.**

Enclosed: Annexure-A

Sd/-  
Registrar (Actg).

## Annexure-A

List of Toner and Drum unit for Photocopier Machine

Sl. No.	Items & Specification	Make
1.	NPG-59 Drum Unit for iR-2002/2002N	Canon
2.	NPG-28 Drum Unit for iR-2016/2016J/2318L/2320L	Canon
3.	NPG-20 Drum Unit for iR-1600	Canon
4.	NPG-21 Drum Unit for iR-1210/1510	Canon
5.	NPG-32 Drum Unit for iR-1022	Canon
6.	NPG-25/26 Drum Unit for iR-3530	Canon
7.	NPG-37 Drum Unit for iR-2018N	Canon
8.	NPG-51 Drum Unit for iR-2520/2525/2530	Canon
9.	NPG-57 Drum Unit for iR-4225	Canon
10.	NPG-52 Drum Unit for iRC-2020 Black	Canon
11.	NPG-52 Drum Unit for iR-2020 Colour	Canon
12.	NPG-59 Toner for iR-2002/2002N	Canon
13.	NPG-20 Toner for iR-1600	Canon
14.	NPG-21 Toner for iR-1210/1215	Canon
15.	NPG-28 Toner for iR-2016/2016J/2318L/2320L	Canon
16.	NPG-32 Toner for iR-1022	Canon
17.	NPG-25 Toner for iR-3225	Canon
18.	NPG-35 toner for Colour IRC 3080i (Black)	Canon
19.	NPG-35 toner for Colour IRC 3080i (Colour)	Canon
20.	NPG- 51 Toner for iR2520/2525/2530	Canon
21.	NPG-52 Toner for iR-C2220 (Black)	Canon
22.	NPG-52 Toner for iR-C2220 (Colour)	Canon
23.	NPG-57 Toner for iR-4225	Canon
24.	Cartridge for iPF-710/750	Canon

Sd/-  
Registrar (Actg).