

HIGH COURT BOMBAY**TENDER NO. HIGH COURT/STATIONERY/2025/02****Tender Notice for Supply of Refilling/Refurbishing of printer Toner/Cartridges
alongwith Comprehensive Maintenance Service of Printers**

Tenders are invited from the Authorised Dealers/Registered Suppliers/Distributors for empanellment of the Companies/Firms towards supply of refilling/refurbishing of toner/cartridges alongwith comprehensive maintenance service of printers for the use of the Bombay High Court, Appellate Side and Original Side Registry for the Financial Year 2025-26. The Authorised Dealers/Registered Suppliers/Distributors and bonafide Indian Citizen as Individual, societies or corporate bodies having good experience with financial capability for being taken up on panel for refilling/refurbishing of toner/cartridges alongwith Comprehensive Maintenance Service of Printers (**Annexure – III**) and **BoQ** for the use of High Court of Bombay Appellate Side and Original Side Registry for the Financial Year 2025-26. The contract may be extended further, based on satisfactory performance. Interested parties may submit their Tender Offer on or before 17/03/2025 at 3.00 p.m. on e-Tendering website of Government of Maharashtra i.e. <http://mahatenders.gov.in>. The Tender document and the Terms and Conditions are available on the websites viz. <http://mahatenders.gov.in> and <http://bombayhighcourt.nic.in>

Date: 10/03/2025

sd/-
Registrar General
High Court, Bombay

TENDER DOCUMENT**TENDER NO. HIGH COURT/STATIONARY/2025/02****Tender Notice for “Supply of Refilling/Refurbishing of Toner/Cartridges
alongwith Comprehensive Maintenance Service of Printers”****Section I:- Eligibility Criteria**

Sr. No.	Eligibility Criteria	Documentary Proof to be attached
1	The Bidder's/Supplier's/Distributor's annual turnover from the sale of refilling/refurbishing of toners/cartridges in India should be at least Rs.10 lakhs. The Bidder/Supplier/Distributor shall upload scanned copies of the Balance Sheet, Profit & Loss Account for the last three Financial Years i.e. FY 2021-22, 2022-23 and 2023-24 duly Certified by a practicing Chartered Accountant.	Turnover Certificate issued by C.A. and Audited Balance Sheet and Profit & Loss Account. F.Y. 2021-22 F.Y. 2022-23 F.Y. 2023-24
2	A copy of the GST number as well as the PAN of the Firm/Individual.	GST Number. PAN No.
3	Scan Copies of GST Returns for the last two quarters (i.e., quarter ending September-2024 and December -2024)	Enclose scan copies of the GST Returns.
4	Scan copy of proof of Office/Workshop within the jurisdiction of the Municipal Corporation of Greater Mumbai.	Enclose scan copy of the Shop and Establishment License/Certificate issued by MCGM
5	The Bidder/Supplier/Distributor must have supplied refilling/refurbishing of toners/cartridges in the past to the other Government Offices or Public Sector Undertakings (PSUs).	Enclose relevant documentary proof.
6	The Bidder/Supplier/Distributor must not be blacklisted/debarred by the Central/State Government, Corporations or any Public Sector Undertakings.	Undertaking to that effect (Annexure-I)

Section II:- Schedule

TENDER REFERENCE	TENDER No. HIGH COURT/ STATIONARY 2025/02
Date of Publication	10/03/2025 at 5.00 p.m.
Document Download/Sale Start	10/03/2025 at 5.00 p.m.
Seek Clarification Start	10/03/2025 at 5.00 p.m.
Seek Clarification End	12/03/2025 at 4.00 p.m.
Pre Bid Meeting	13/03/2025 at 3.00 p.m.
Bid Submission Start	10/03/2025 at 5.00 p.m.
Last date and time for submission of Tender Offers	17/03/2025 at 3.00 p.m.
Date and Time of Opening of Tender Offers	18/03/2025 at 3.00 p.m.
The tender should be addressed to	The Registrar General, High Court of Judicature at Bombay.
Place of Pre-Bid Meeting	Chamber of the Registrar (Finance & Budget).
Address for communication	The Registrar (Finance & Budget), Bombay High Court, Appellate Side, Mumbai.
Contact Telephone no. and email address	022-22672031 022-22673568 Ext No. 1364 'fnbcs-bhc@nic.in'

Section III:- Scope of Work

The Bombay High Court, Appellate Side, Registry intends to empanel vendors for the supply of refilling/refurbishing of toner/cartridges alongwith Comprehensive Maintenance Service of Printers for the use of the Bombay High Court, Appellate Side and Original Side Registry for the Financial Year 2025-26. The Particulars of the requirements of the refilling/refurbishing of cartridge/toner alongwith Comprehensive Maintenance Service of Printers are enclosed at **Annexure-III.**

Section IV:- Instructions

4.1 (A) Terms and Conditions for Refilling/Refurbishing used toners/cartridges :-

1. **Empty Toner Cartridges** :- Empty toner cartridges shall be picked up/collected from office of the High Court, Bombay for refilling and Refurbishing. Before taking the refilling job, the cartridge may be properly inspected by the vendor and will clearly inform to the High Court whether replacement of drum or blade set is to be made or not. In case, if it is replaced, then the defective parts will be returned to the High Court. The refilled cartridge not performing to the satisfaction, it shall be returned to the vendor for replacement and vendor shall replace refill without any additional costs. It shall be responsibility of the vendor to check viability of empty cartridge and no request about viability shall be entertained after dispatch over the empty cartridge.

2. **Time** :- The vendor shall have to depute a representative at the High Court at 10.00 am onwards on every working days, at its own expenses, for refilling the toner/cartridge. Response time of the vendor shall not exceed 2 hours for collecting the empty toner/cartridges in case of urgent requirement. The toner/cartridge collected by the vendor for refilling/refurbishing shall be delivered immediately on the same day. The vendor shall collect the cartridges for refilling/refurbishing even on holiday and public holiday as per the requirement of the High Court, Bombay in case of extreme urgency.

3. **Replacement of key parts**:- Key parts to be replaced in remanufacturing/reconditioning of toner cartridge will be as refilling and refurbishing toner, changing drum, chip, blade, recovery blade, Roller, and PCR etc. for the model printers of this tender. The vendor shall be solely responsible for replacing each and every part (original) without any extra charge. The change part must be original or compatible with the printer.

4. **Quality of toner** :- The vendor shall ensure that the powder used for refilling/refurbishing should be of **good quality and standard and no compromise on**

quality shall be made. In case it is found at any stage that the **quality is inferior, the contract is likely to be canceled.**

5. Output/yield of toner cartridge:- The output/yield and printing quality of Refilling and Refurbishing of toner cartridges should be equal to that of an original equipment Manufacturer. The weight of toner after refilling should be equivalent to the weight of new toner available from the manufacturer. The vendor shall ensure that the yield of refilled should be that of 95% of the yield of the original. The toner used for refilling should be such that printing on paper has a reasonable good life span. The life of printed text shall be a **minimum of 50 years**. There should be no fading away, smudging, etc. of the printing material on the judgment paper/paper. If the life of the printed text is not found as expected, the contract will be rejected outrightly.

4.1 (B) Terms and conditions for comprehensive maintenance service of printers:-

1. The vendor will be solely responsible for maintaining the printers of the High Court, Appellate Side and Original Side Registry.
2. The vendor shall install/replace all spares including consumables and electronic circuitry, plastic parts, chips etc. free of cost under maintenance of printers.
3. The vendor shall carry out the periodical maintenance of the printers every 3 months during the contract period.
4. Maintenance work shall normally be carried out during the working hours of the High Court of Bombay. However, in case of emergency maintenance shall have to be done beyond office hours and even on holiday or public holiday.
5. Response time for attending complaint/maintenance call shall not exceed 4 hours for attending the call of the printer and resolution of the problem within 24 hours. In case, the printer is found irreparable, the complaint shall be reported to the Central Project Co-ordinator (CPC) High Court, Bombay for further action.

6. The selected vendor shall have to depute a full-time representative at High Court Bombay during office working hours or till the completion of work on every working day, at its own expenses towards attending the complaints/maintenance of printers and shall be responsible for providing express service to the user.

4.1 (C) General Terms and Conditions:-

1. Validity of Panel is given as under:-

- a) Validity of bids – **180 days** from the date of opening of bids
- b) Validity of empanellment – **One year** from the date of empanellment
- c) Extension with mutual consent - **One Year**

Any offer falling short of the validity period is liable for rejection.

2. The Bidders are expected to examine all instructions, forms, terms and conditions in the bidding documents. Failure to furnish any information required by the bidding documents or submission of a Bid not substantially responsive to the bidding documents in every respect, shall be at the Bidder's risk and may result in rejection of the Bid. The bid is liable to be rejected outrightly without any intimation to the Bidder, if complete information called for in the Tender Document is not furnished or if any particulars asked for, in the Forms / Proforma in the Tender, is not fully disclosed.

3. The bidder shall bear all the costs associated with the preparation and submission of the Bid, including the cost of presentation/demonstration for the purposes of clarification of the Bid, if so desired by the High Court of Bombay. The High Court of Bombay in no case will be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

4. The bidders should furnish the evidence/information regarding past supplies/clients, etc. and satisfactory performance of the said work

5. The contract shall be, initially for **the period of one year**. However, the contract may be extended subsequently on mutual consent, for a further period of one year

on the same rate, terms and conditions as may be decided by the Competent Authority, after a review of performance.

6. After the award of the contract, if the successful bidder fails to provide refilling/refurbishing of toner/cartridges alongwith Comprehensive Maintenance Service of Printers to the satisfaction of the Registrar General then the contract is liable to be terminated along with forfeiture of Security Deposit and other consequential actions without giving any prior notice.

7. Placement of an order, shall be subject to the satisfaction of the High Court about the quality of the refilling/refurbishing of toner/cartridges alongwith Comprehensive Maintenance Service of Printers offered by the Lowest Tenderer and if the High Court is not satisfied with the product being offered by the Lowest Tenderer, the High Court reserves the right to place the order to the second or the third Lowest Tenderer, as the case may be, who offers good quality refilling/refurbishing of toners/cartridges. No further correspondence will be entertained in this regard after the submission of the Tender.

8. The rates approved in the tender shall be valid for the whole of the period of the contract and the rates accepted cannot be changed throughout the contractual period on any count by the Tenderer/Seller and no upward revision will be allowed during the period of the contract. If at any time during the period of the contract, the prices of the tendered item are reduced or brought down by any law, the Tenderer/Seller shall be bound to inform the Purchasing authority immediately about such reduction in the contracted prices, in case supplier fails to notify or fails to agree for such reduction of rate, the Purchasing Authority will revise the rates on the lower side.

9. The Bidder must quote prices for all items mentioned in **Annexure III** and **BoQ** and if not quoted, the bid shall be summarily rejected.

10. All the rates quoted by the Tenderer should be **excluding of Taxes** and payment of such taxes or like charges shall be the responsibility of the bidder.

11. The payment will be made to the successful bidder on a monthly basis as per the English Calendar within the reasonable time taken for passing the bill. However, it is provided that if there is a delay in making payment of the bill, then the High Court, Bombay shall not be liable to any interest charges to the bidder.

12. The Tenderer should provide the name and mobile number of the person, to be contacted at any time, even beyond office hours. This person should be capable of taking orders and arranging for the supply of desired items, even at short notice.

13. **Logbook** :- A separate logbook shall be maintained in which the vendor shall record all complaints, parts taken out for repairs and shall submit a copy of consolidated reports furnishing details of breakdown call lodged/attained and its status monthly. Repair and servicing shall be carried out at the site. In case of the equipment is required to be transported to the vendor's workshop, the same shall be undertaken at the risk and cost of the vendor. A separate logbook should be maintained record the preventive maintenance carried out on each equipment.

14. **Sheet**:- Vendor shall maintain separate data of refilled and refurbished toner/cartridge along with necessary details. He shall share the data as and when required by the High Court of Bombay.

15. In case the supplier fails to supply the order in time or dishonors the contract in any way, the contract awarded shall be liable for outright cancellation/termination without assigning any reasons thereof, and the Security Deposit and payment due to him, if any, shall also be forfeited. In that event, this office shall be at liberty to entrust the job to any other firm/party at the risk and expenses of the defaulting supplier/bidder.

16. No separate charges shall be paid for the delivery of goods to the office of the Bombay High Court, Appellate Side and Original Side, Registry.

i) **Payment** :- No advance payment will be made under any circumstances. The payment will be made to the successful bidder as per the procedure of the Government for payment of bills from the treasury, after satisfactory maintenance report received from the office and as per the maintained data.

ii) **Dispute** :- If any dispute(s) arises between the Registry and vendor with reference to the contract, the registry will decide it and the decision shall be binding. All legal disputes are subject to the jurisdiction of the Bombay.

iii) **Penalty** :- Rs.500 per printer per day will be charged in case the printer is not repaired within 24 hours from the reporting fault.

17. The Registrar General shall have the authority to select more than one firm/supplier/dealer for award of a contract, based on the rates quoted by the tenderer for the supply of refilling/refurbishing of printer toner/cartridges alongwith Comprehensive Maintenance Service of Printers. This office further reserves the right to decide whether a firm/supplier/dealer should be selected for the supply of some or all items listed in the tender.

18. The successful bidder should not assign or sublet the empanellment or any part of it to any other third person/agency in any form. If the successful bidder is found doing so, shall result in termination of the empanellment and forfeiture of Earnest Money Deposit/Security Deposit.

19. The Earnest Money Deposit/Security Deposit will stand forfeited if the successful bidder withdraws or on notifying the rates, refuses to accept the tender or violates any other terms and conditions of the tender.

20. The bidder should have a **minimum turnover of Rs. 10 lakhs** (every year during the last 3 financial years).

21. The bidder must have its Office/Workshop within the jurisdiction of the Municipal Corporation of Greater Mumbai (MCGM) and should submit a copy of a valid Shop and Establishment License/Certificate issued by MCGM.

22. The bidder should not be a party in any legal proceedings before the Hon'ble Bombay High Court.

23. The preference of the bidder will be given to the nearby dealers who will give quick delivery of articles of the tender item and prompt services.

24. If any document is found to be forged or misleading the bid shall be outrightly rejected.

25. The Office reserves the right to terminate the contract at any time without assigning reasons thereof.

4.2 Special Terms and Conditions :-

1. All printers and Cartridges are in working conditions and in use. The vendor shall provide service support as and when required during the maintenance contract period without any extra cost to the High Court of Bombay.

2. The Vendor shall replace all spares, including consumable and electronic circuitry, plastic parts, etc. under the contract period.

3. The Vendor shall carry out the periodical preventive maintenance in every three months during the period of contract to ensure printers/cartridges are working properly and no call is pending, checking of the power supply source for proper grounding and safety of equipment, ensure that all the covers, screws, switches etc are firmly fastened in respect of each equipment.

4. To avoid interruption, a standby printer/cartridges should be kept in the office of the High Court of Bombay.

5. The vendor shall maintain adequate spares to facilitate any temporary replacement.

6. It shall be the responsibility of the vendor to make all the printers/cartridges work satisfactorily throughout the contract period and to handover the printers/cartridges in working condition to the registry after the expiry of the contract. In case any damage is found, the vendor is liable to rectify it even after the contract.

4.3 Cost of Bid document :-

The bidder needs to submit non-refundable Tender fee of **Rs. 5,100/- (Rupees Five Thousand One Hundred only)** by online mode.

4.4 Timely Submission :-

1. The tender bid must contain the name, office address and telephone/mobile number(s) of the person(s) who are authorised to submit the bid with their signatures. A certificate from the bidder's HR/Legal Department must be enclosed with the bid certifying that the person(s) who signed the bid is an authorised person on behalf of the Company.
2. The High Court of Bombay may, at its discretion, extend the deadline for the submission of Bids by amending the Tender Document. In such case, all rights and obligations of the Tender Issuer and Bidder, subject to the deadline, will thereafter be subject to the deadline as extended.
3. The interested parties should submit Bids online, complete in all respects on <http://mahatenders.gov.in>.
4. The prospective Bidders shall submit their Pre-Bid queries **relating to the Tender document** only by sending an email to fnbcs-bhc@nic.in having the subject line as **"Pre-bid queries for Supply of refilling/refurbishing of toner/cartridges alongwith Comprehensive Maintenance Service of Printers"**,

at least **two days** before the date of Pre-Bid Meeting or calling **Telephone No. 22673568 Ext. 1368**.

4.5 Pre-Bid Meeting and Amendment to Tender Document :-

1. The said pre-bid queries will be discussed in the Pre-bid Meeting and thereafter the Tendering Authority may, for any reason, whether on its own initiative or on the basis of queries/suggestions as received from the prospective Bidders or a clarification requested by a prospective Bidder, amend the Tender Document/issue Corrigendum to incorporate modifications or deletion of certain conditions in the Tender Document.
2. The amendments shall be published on the Websites "<http://mahatenders.gov.in>" and "<http://bombayhighcourt.nic.in>". The Prospective Bidders are advised to periodically visit these Websites to find out any further Corrigendum / Addendum / Notice published with respect to this Tender. All such amendments shall be binding on them. In the event of any amendment, the Tendering Authority reserves the right to extend the deadline for the submission of the Bids. In such case, all rights and obligations of the Tender Issuer and Bidder, subject to the deadline, will thereafter be subject to the extended deadline.

4.6 Assistant to Bidders:-

1. Any queries relating to the process of online bid submission or queries relating to the e-tendering system of the Government of Maharashtra at <http://mahatenders.gov.in> in general may be available at 24x7 Help desk.

4.7 Opening of Bids :-

1. The bidder should upload scanned copies of the following documents in two covers, while submitting the e-Tender:-
 - a) Technical Cover – As per **Annexure II**
 - b) Financial Cover – As per **Annexure III**

- i) Statement - 'A' (to be uploaded by scan copy)
- ii) BoQ (to be uploaded online)

2. The Technical cover as per **Annexure-II** will be opened as per Schedule mentioned in the Tender Document and the Financial Covers (as per **Annexure – III/BoQ** of only those bidders, whose bids are found technically qualified, by the Evaluation Committee, will be opened on the later date as per the procedure of e-Tendering System of the Government of Maharashtra.
3. The decision of the Evaluation Committee in the evaluation of Bids shall be final. No correspondence will be entertained outside the process of negotiation/discussion with the Committee.
4. The High Court reserves the right to accept or reject any Bid and to annul the Bidding process and reject all Bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for Tendering Authority's action.

4.8 Bid Security (EMD – Earnest Money Deposit) :-

1. The interested parties are required to submit a refundable **Earnest Money Deposit of Rs. 85,000/- (Rupees Eighty Five Thousand Only)** by online mode.
2. As per the Government Resolution dated 01/12/2016 of Industry Energy & Labour Department, the Micro and Small, Medium Enterprises registered as manufacturers under the Micro, Small & Medium Enterprises Development Act 2006 (MSMED Act-2006) are exempted from paying Tender Fees and Earnest Money Deposit (EMD). Exemption has been granted to the Government Boards/Corporations/Undertakings and Manufacturers and Suppliers registered under the Micro, Small & Medium Enterprises from paying Tender Fee and Earnest amount of Tenders.

3. In the absence of a valid certificate from the **MSME** and **NSIC** such Tenders shall be rejected straightway.
4. The Earnest Money Deposit will be returned as per procedure of e-tendering.

4.9 Security Deposit:-

1. The Successful Bidder shall **deposit at least 3% of the amount** of Contract value within 15 days in the form of a Demand Draft favoring **Assistant Registrar for Registrar General, High Court, Appellate Side, Bombay** failing which the purchaser may cancel the contract.
2. The Micro and Small Enterprises registered with the National Small Industries Corporation (NSIC) and the Micro, Small and Medium Enterprises Development **Institute** have been exempted from depositing the Security amount for the purchase up to Rs. 25,000/- and if the purchase price is higher than Rupees Twenty Five Thousand then, they shall be required to keep the amount to the extend of 3% of the purchase price or Rs. 10,000/- (Rupees Ten Thousand) whichever is less, as security. However, for the goods having a price of more than Rupees Twenty Five Thousand, the first Twenty Five Thousand should not be taken into calculation.

5.0 PLACING OF LETTER OF AWARD :-

1. For procurement of goods, a Purchase Order will be placed on the successful bidder either in hard copy or in soft copy through e-mail.
2. Objection, if any, to the Letter of Award must be reported to the High Court by the Bidder within three (3) working days from the date of the Letter of Award for modifications, otherwise, it will be assumed that the bidder has accepted the Letter of Award in totality. This is applicable in the case of electronic publication/delivery of Letter of Award also. After receiving the Letter of Award, amendment, if any, of the same Letter of Award is requested by the Bidder or done by the High Court, the Empanellment period will be calculated from the date of the amendment and not from the original Letter of Award date.

5.1 Contract Form:-

1. The successful bidder shall enter into a contract with the Tender Issuing Authority (**Annexure–IV**). Terms and conditions specified in the tender document shall become part and parcel of the Contractual Document.

2. Failure of the successful bidder to agree with the terms and conditions of the bid/contract shall constitute a sufficient ground for the annulment of the award, in that event, the Tender Issuing Authority may make the award to the next best value bidder or all for new bids.

5.2 Arbitration:-

In the event of any dispute or difference arising out or touching upon any of the terms and conditions of this contract and/or in relation to the implementation or interpretation thereof, the same shall be resolved initially by mutual discussion and conciliation but in the event of failure thereof, the same shall be referred to the Sole Arbitrator appointed by the Hon'ble the Chief Justice, Bombay High Court. The arbitration shall be in Mumbai and the Arbitrator shall give his award in accordance with "The Arbitration and Conciliation Act, 1996". The decision of the Arbitrator shall be final and binding upon both the parties.

5.3 Negotiation Meeting :-

Where any negotiation in the price quoted by the bidder, the purchaser can call a negotiation meeting. The date, time, and place of the meeting will be communicated to the concern bidders/contractors well in advance.

5.4 Legal Jurisdiction:-

All Legal disputes are subject to the jurisdiction of the Mumbai Courts only, preceded by Arbitration.

Date:- 10th March, 2025

Sd/-
Registrar General,
High Court, Bombay.

Annexure – I

Undertaking

(on the letterhead)

Date:

To,
The Registrar General,
High Court,
Bombay

Subject:- Declaration letter for Empanellment for supply of refilling/refurbishing of toner/cartridges alongwith Comprehensive Maintenance Service of Printers

Respected Sir,

This is to notify that our Company/LLP/Partnership/Society/ Proprietorship M/s. **(Mention the Name)** intends to submit a tender in response to the tender for Empanellment for supply of superior quality of refilling/refurbishing of toner/cartridges alongwith Comprehensive Maintenance Service of Printers. We also declare that our Company/LLP/Partnership/Society/ Proprietorship has not been blacklisted/debarred by the Central / State Government Department/ Corporation or by any Public Sector Undertaking.

Yours truly,

Signature of Authorized

Person

Name:

Designation:

Annexure – II**Proforma for Technical Bid :-**

Sr. No.	Particulars	Documents furnished by the bidder
1	Name of the Firm/Company/Dealer/Agency etc	
2	Complete address of the Firm/Company/Dealer/Agency and Telephone / Mobile no.	
3	Name and address & Telephone Number of the proprietor/authorised representative.	
4	Whether Earnest Money Deposit of Rs. 85,000/- enclosed in the prescribed form.	
5	Turnover Certificate issued by C.A. mentioning turnover of last three (3) Financial Years i.e. 2021-22, 2022-23 and 2023-24	
6	Copy of the last three financial years' Income Tax Returns (ITRs) i.e. F.Y. 2021-22, 2022-23 and 2023-24.	
7	Copies of the audited Balance Sheet, Profit & Loss Account for the last three financial years i.e. F.Y. 2021-22, 2022-23 and 2023-24 duly certified by a practicing Chartered Accountant.	
8	Copy of PAN Number	
9	Copy of GST Registration Number and GST returns for last 2 Quarters (i.e. quarter ending September, 2024 and December 2024)	
10	Information regarding past supplies to other Government Offices or Public Sector Undertakings (PSUs).	
11	Declaration letter for empanellment for the supply of refilling/refurbishing of toner/cartridges alongwith comprehensive maintenance of printers and declaration that bidder has not been blacklisted/debarred by the Central/State Government, Corporation, or by any Public Sector Undertaking as per Annexure-I .	
12	Whether the bidder have its Office/Workshop within the jurisdiction of the Municipal Corporation of Greater Mumbai (MCGM)? (If yes, Please submit a valid copy of the Shop and Establishment License/Certificate issued by MCGM)	Yes/No

13	Whether the bidder is able to supply refilling/refurbishing of toner/cartridges alongwith comprehensive maintenance of printers as per Annexure III throughout the period of empanellment?	Yes/No
14	Number of pages from refilled/refurbished cartridge/toner.	

Annexure – III
Refilling /refurbishing toner/Cartridges with comprehensive maintenance service of
Printers
Proforma for Financial Bid

Sr. No	Particular	Printer make and model	Rate Per Piece along with Comprehensive Maintenance Service of Printers (Excluding of all taxes)	
			Refilling (Toner/Cartridge ink/powder) and maintenance of Printer	Refurbishing (including blade, drum & Chip, ink/powder) and maintenance of Printer
1.	88A-P1008 Toner Cartridge(HP)	HP LaserJet P1008, HP LaserJet Pro M202dw		
2	HP LaserJet 530 (Black) Toner Cartridge	HP Colour LaserJet CP 2025		
3	HP LaserJet 531 (Cyan) Toner Cartridge			
4	HP LaserJet 532 (Yellow) Toner Cartridge			
5	HP LaserJet 533 (Magenta) Toner Cartridge			
6	78A Toner Cartridges (HP)	HP LaserJet P1606DN		
7	131A CF 213A (Magenta) Toner Cartridge (HP)	HP LaserJet Pro-200 Colour M251nw		
8	131A CF 212A (Yellow) Toner Cartridge (HP)			
9	131A CF 211A (Cyan) Toner Cartridge (HP)			
10	131A CF 210A (Black) Toner Cartridge (HP)			
11	FX 9-4150 Toner Cartridge (Canon)			
12	328 Fax Toner Cartridge (Canon)			
13	Cartridge 337 Canon	Canon image class mf244dw		
14	Cartridge 318 Starter 8352 canon	Canon LBP 7200 CDN		
15	Cartridge 318 Starter 8353 canon			
16	Cartridge 318 Starter 8354 canon			

17	Cartridge 318 Starter 8355 canon			
18	Canon 054 Toner (Cyan)	Canon 643 CDW		
19	Canon 054 Toner (Yellow)			
20	Canon 054 Toner (Magenta)			
21	Canon 054 Toner (Black)			
22	T2245/50 Lipi Original Ribbon	Tally 2250		
23	T6215/T6218/T6306/6312 Lipi Original Ribbon	Lipi 6306L		
24	6800/6600 Original tally Genicom Standard Life EC Cartridge Ribbon.	Lipi 6806L & Lipi 6605L		
25	Kyocera P-2040DW-TK-1168 MK-1158 Drum Catridge			
26	Kyocera Digital Copier (M-2640 idw) TK-1178 DV1158			
27	Kyocera TK-6309 Toner			
28	Kyocera TK-439 Toner			
29	WorkCentre 6515 DNI Toner 130R03488 (Black)			
30	WorkCentre 6515 DNI Toner 130R03693 (Cyan)			
31	WorkCentre 6515 DNI Toner 130R03694 (Magenta)			
32	WorkCentre 6515 DNI Toner 130R03695 (Yellow)			
33	Epson L6190 Black Ink Bottle Ink Code-001			
34	Epson L6190 Cyan Ink Bottle Ink Code-001			
35	Epson L6190 Magenta Ink Bottle Ink Code-001			
36	Epson L6190 Yellow Ink Bottle Ink Code-001			
37	Epson LQ 1310 Printer Ribbon/Tonner			
38	Printronix S809 Printer Ribbon			
39	Canon Cartridge 054H Black			
41	Canon Cartridge 054H Cyan			
42	Canon Cartridge 054H Magenta			
42	Canon Cartridge 054H Yellow			
43	Canon 333 Toner			
44	Epson Cartridge 003 Black			
45	Epson Cartridge 003 Colour Ink CYM			
46	Canon 071 (Canon MF272dw)			
47	Canon 069 Black (Canon MF756cx)			

48	Canon 069 Cyan (Canon MF756cx)			
49	Canon 069 Magenta (Canon MF756cx)			
50	Canon 069 Yellow (Canon MF756cx)			
51	Canon 057 (Canon LBP 226dw)			
52	HP 152A Black (HP LaserJet Pro 4004dw, HP LaserJet Pro MFP4104fdw)			
53	HP W1030XC Black (HP LaserJet Pro 4004dw, HP LaserJet Pro MFP4104fdw)			
54	Epson T673 Black (Epson L1800)			
55	Epson T673 Cyan (Epson L1800)			
56	Epson T673 Magenta (Epson L1800)			
57	Epson T673 Yellow (Epson L1800)			
58	Epson T673 Light Cyan (Epson L1800)			
59	Epson T673 Light Magenta (Epson L1800)			
60	HP GT53 Black (HP Smart Tank 530)			
61	HP GT52 Cyan (HP Smart Tank 530)			
62	HP GT52 Magenta (HP Smart Tank 530)			
63	HP GT52 Yellow (HP Smart Tank 530)			
64	GT 52 Cyan Ink Bottle MOH54A			
65	GT 52 Magenta Ink Bottle MOH55A			
66	GT 52 Yellow Ink Bottle MOH56A			
67	GT 52 Black Ink Bottle 1VV21A			
68	CC530A (HP)	HPColour LaserJet CP 2025		
69	CC531A (HP)			
70	CC532A (HP)			
71	CC533A (HP)			
72	057H (Canon)			

Sd/-
Name & Stamps of
the

Dealers/Suppliers

Annexure III-A

New Sr. No.	Old Sr. No.	Brand and Toner Model No. Of Printer	Total No. Of Printers	Remark
1.	8	88A-P1008 Toner Cartridge (HP)	100	
2.	11.	HP LaserJet 530 (Black) Toner Cartridge	2 (HP Colour LaserJet CP 2025)	Purchased by High Court
3.	12.	HP LaserJet 531 (Cyan) Toner Cartridge		
4.	13.	HP LaserJet 532 (Yellow) Toner Cartridge		
5.	14.	HP LaserJet 533 (Magenta) Toner Cartridge		
6.	15.	78A Toner Cartridges (HP)	60 (HP LaserJet P1606DN)	Purchased by the High Court
7.	16.	131A CF 213A (Magenta) Toner Cartridge (HP)	1 (HP LaserJet Pro-200 Colour M251nw)	Purchased by Original Side and installed in the Chamber of Prothonotary & Senior Master.
8.	17.	131A CF 212A (Yellow) Toner Cartridge (HP)		
9.	18.	131A CF 211A (Cyan) Toner Cartridge (HP)		
10.	19.	131A CF 210A (Black) Toner Cartridge (HP)		
11.	28.	FX 9-4150 Toner Cartridge (Canon)		Details are available with Stationery Branch itself.
12.	29.	328 Fax Toner Cartridge (Canon)		
13.	30.	Canon cartridge 337	90	Purchased by the Original Side Registry for the Hon'ble Lordships'
14.	31.	Cartridge 318 Starter 8352 (Canon)	4 (Canon LBP 7200 CDN)	Purchased by the High Court
15.	32.	Cartridge 318 Starter 8353 (Canon)		
16.	33.	Cartridge 318 Starter 8354 (Canon)		
17.	34.	Cartridge 318 Starter 8355 (Canon)		
18.	35.	Canon 054 Toner (Cyan)	16 (Canon 643 CDW)	1 Purchased by the Original Side Registry for the Hon'ble the Chief Justice Residence and 15 purchased by the Appellate Side Registry for the .
19.	36.	Canon 054 Toner (Yellow)		
20.	37.	Canon 054 Toner (Magenta)		
22.	38.	Canon 054 Toner (Black)		
23.	39.	T2245/50 Lipi Original Ribbon	8	Purchased by the Bombay High Court for the Board Department
24.	40.	T6215/T6218/T6306/6312 Lipi Original Ribbon	4	Purchased by the Bombay High Court for the Board Department
25.	41.	6800/6600 Original tally Genicom Standard Life EC cartridge Ribbon	6	Purchased by the Bombay High Court for the Board Department

New Sr. No.	Old Sr. No.	Brand and Toner Model No. Of Printer	Total No. Of Printers	Remark
26.	48.	Kyocera P-2040 DW -TK – 1168 MK-1158 Drum Cartridge	51	
27.	50.	Kyocera Digital Copier (M- 2640 idw) TK-1178 DV1158	47	
28.	51.	Kyocera TK-6309 Toner	51	
29.	52.	Kyocera TK-439 Toner	47	
30.	53.	WorkCentre 6515 DNI Toner 130R03488 (Black)	1	Purchased by the Original Side Registry for the Chamber of Hon'ble the Chief Justice
31.	54	WorkCentre 6515 DNI Toner 130R03693 (Cyan)		
32.	55	WorkCentre 6515 DNI Toner 130R03694 (Magenta)		
33.	56	WorkCentre 6515 DNI Toner 130R03695 (Yellow)		
34.	57	Epson L6190 Black Ink Bottle Ink Code-001	1	Purchased by the Original Side Registry for the Chamber of Hon'ble Lordship
35.	58	Epson L6190 Cyan Ink Bottle Ink Code-001		
36.	59	Epson L6190 Magenta Ink Bottle Ink Code-001		
37.	60	Epson L6190 Yellow Ink Bottle Ink Code-001		
38.	61	Epson LQ 1310 Printer Ribbon/Tonner	1	Purchased by the Original Side Registry for the Testamentary Department
39.	62	Printronix S809 Printer Ribbon	1	Purchased by the Original Side Registry for the Testamentary Department
40.	63	Canon Cartridge 054H Black	1 (Canon 643 CDW)	Purchased by the Original Side Registry for the Hon'ble the Chief Justice Residence.
41.	64	Canon Cartridge 054H Cyan		
42.	65	Canon Cartridge 054H Magenta		
43.	66	Canon Cartridge 054H Yellow		
44.	67	Canon 333 Toner	1	Purchased by the Original Side Registry for the Testamentary Department
45.	68	Epson Cartridge 003 Black	1	Purchased by the Original Side Registry for the Chamber of Hon'ble Lordship
46.	69	Epson Cartridge 003		

New Sr. No.	Old Sr. No.	Brand and Toner Model No. Of Printer	Total No. Of Printers	Remark
		Colour Ink CYM		
47.	70	Canon 071 (Canon MF272dw)	60	Purchased by the High Court
48.	71	Canon 069 Black (Canon MF756cx)	1 (Canon MF756CX)	
49.	72	Canon 069 Cyan (Canon MF756cx)		
50.	73	Canon 069 Magenta (Canon MF756cx)		
51.	74	Canon 069 Yellow (Canon MF756cx)		
52.	75	Canon 057 (Canon LBP 226dw)	1	
53.	76	HP 152A Black (HP LaserJet Pro 4004dw, HP LaserJet Pro MFP4104fdw)	614 and 597	
54.	77	HP W1030XC Black (HP LaserJet Pro 4004dw, HP LaserJet Pro MFP4104fdw)	614 and 597	
55.	78	Epson T673 Black (Epson L1800)	1	Purchased by the Original Side Registry
56.	79	Epson T673 Cyan (Epson L1800)		
57.	80	Epson T673 Magenta (Epson L1800)		
58.	81	Epson T673 Yellow (Epson L1800)		
59.	82	Epson T673 Light Cyan (Epson L1800)		
60.	83	Epson T673 Light Magenta (Epson L1800)		
61.	84	HP GT53 Black (HP Smart Tank 530)	1	Purchased by the Original Side Registry for the Chamber of Hon'ble Lordship.
62.	85	HP GT52 Cyan (HP Smart Tank 530)		
63.	86	HP GT52 Magenta (HP Smart Tank 530)		
64.	87	HP GT52 Yellow (HP Smart Tank 530)		
	88	GT 52 Cyan Ink Bottle MOH54A		
65.	89	GT 52 Magenta Ink Bottle MOH55A		
66.	90	GT 52 Yellow Ink Bottle MOH56A		
67.	91	GT 52 Black Ink Bottle 1VV21A		
68.	92	CC530A (HP)		
69.	93	CC531A (HP)		
70.	94	CC532A (HP)		
71.	95	CC533A (HP)		

New Sr. No.	Old Sr. No.	Brand and Toner Model No. Of Printer	Total No. Of Printers	Remark
72.	96	057H (Canon) (Canon LBP 226 DW)	2	Purchased by the Original Side registry for the use of Principal Secretary to the Hon'ble the Chief Justice

Annexure - IV
Contract Form

AGREEMENT MADE this _____ day of _____ Two Thousand Twenty Five, between _____ (hereinafter called "Tenderer") of the **One Part** and the High Court of Bombay (hereinafter called "Purchaser") of the **Other Part**.

WHEREAS the Tenderer has Tendered to supply to the Purchaser, the Refilling *refurbishing of* toner/cartridges alongwith Comprehensive Maintenance Service of Printers specified at **Annexure – III** at the respective rates mentioned in the column provided for the purpose and whereas such Tender has been accepted and the Tenderer has deposited with the Purchaser a sum of Rs.60,000/- (Rupees Sixty Thousand only) as a security deposit (Earnest Money Deposit) for the fulfillment of this Agreement. **NOW IT IS HEREBY AGREED** between the parties hereto as follows:

1. The Tenderer has accepted the Contract on the terms and conditions set out in the Tender Notice No. _____ dated _____ as well in the letter of Acceptance of Tender Offer and Empanelment Order No. _____ dated _____, which will hold good during the period of this Agreement.
2. The Purchaser has issued Empanelment Order No. _____ dated _____ with M/s _____ (Tenderer) for supply of items at (quantity and description of material), at the cost mentioned at Annexure-III.
3. Upon breach by the Tenderer of any of the conditions of the Agreement, the Purchaser may issue a notice in writing, determine and put an end to this Agreement without prejudice to the right of the Purchaser to claim damages for antecedent breaches thereof on the part of the Tenderer and also to reasonable compensation for the loss occasioned by the failure of the Tenderer to fulfill the Agreement, as certified in writing by the Purchaser which certificate shall be conclusive evidence of the amount of such compensation payable by the Tenderer to the Purchaser.
4. Upon the determination of this Agreement, whether by efflux of time or otherwise, the said deposit shall after the expiration of Contract period from the date of such determination be returned to the Tenderer but without interest and after deducting there from any sum due by the Tenderer to the Purchaser under the terms and conditions of this Agreement.
5. In Witness whereof the said M/s. _____ (Tenderer) has set his hand hereto and Purchaser has on behalf of the High Court, Bombay affixed his hand and seal thereto the day and year first above written.

6. Notices in connection with the Contract may be given to the Purchaser (The Registrar General, High Court of Bombay or any authorized Gazetted Officer of the High Court of Bombay).

In consideration of the payments to be made by the Purchaser to the Tenderer as hereinafter mentioned, the Tenderer hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects there in conformity in all respects with the provisions of the Contract.

The Purchaser hereby covenants to pay the Tenderer in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

If subject to circumstances beyond control (Force Majeure), the Tenderer fails to deliver the stores in accordance with the conditions mentioned in the tender document, the Purchaser, shall at his option be entitled either:

(a) To purchase elsewhere, after giving due notice to the Tenderer on the account and at the risk of the Tenderer, the stores not delivered or others of a similar description which are readily procurable (whether exactly complying with the particulars or not) in the opinion of the Purchaser.

OR

(b) To cancel the Contract.

In the event of action to be taken under (a) or (b), the Tenderer shall be liable for any losses which the Purchaser may sustain on that account. The recovery on account of agreed liquidated damages or by way of penalty above will be made by deducting the amount in the Bills and the recovery of any loss, which the Purchaser may sustain under (a) or (b) should be made good by a credit note within the stipulated period for the purpose.

Place: Mumbai.

Tenderer

Date:

Purchaser

On behalf of the High Court Bombay

Witness: 1)

2)