

**JEEVIKA**

Rural Development Department, Government of Bihar

**Bihar Rural Livelihoods Promotion Society  
State Rural Livelihoods Mission, Bihar**3<sup>rd</sup> Floor, Vidyut Bhawan - II, Bailey Road, Patna- 800 021; Ph.:+91-612-250 4980; Fax:+91-612-250 4960, Website:www.brllps.in

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Date: 15.09.2025

**INVITATION OF BID FOR SUPPLY OF OEM PRINTER CARTRIDGES**

To

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Dear Sirs,

Sub: INVITATION FOR BID FOR SUPPLY OF OEM PRINTER CARTRIDGES.

1. You are invited to submit your most competitive rate for the following items/goods: -

Lot No.	Sl. No.	Make	Cartridge Number	Tentative Quantity	Place of Delivery	Delivery Period
I	1	Samsung	Samsung –MLT-D116L Cartridge	10 Pcs	BRLPS Office or at BRLPS Godown	Within 15 days from the date of receipt of Purchase Order.
	2	Samsung	Samsung –MLT-R116L Drum	06 Pcs		
II	1.	Brother	LJ Printer Cartridge TN B021 Cartridge	15 Pcs		
	2.	Brother	LJ Printer Cartridge DR B021 Drum	06 Pcs		
III	1.	HP	CF 277A, 77A (Black)	06 Pcs		
	2.	HP	12 A	06 Pcs		
	3.	HP	CF 230XC	10 Pcs		

2. Bihar Rural Livelihoods Promotion Society (BRLPS) is a registered government society under Department or Rural Development, Govt. of Bihar.

**3. Important Dates and Times/Bid Document**

- 3.1 Issuance of Bid document :15/09/2025
- 3.2 Last Date & Time for Submission of bids: :03:00 PM on 24/09/2025
- 3.2 Date & Time of Opening of Bid :03:30 PM on 24/09/2025

Note: **Interested bidder may attend the opening of bids.****Any corrigendum/ clarification if any, will be uploaded on BRLPS Website.**

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#### 4. Eligibility Criteria

- a. Should be registered with GST. Signed photocopy of GST Certificate should be attached.
- b. Bidder should have Annual Minimum Average turnover should be **10 lakh** in the last three F.Y. 2021-22, 2022-23 & 2023-24. Photocopy of audited balance sheet & P/L account or certificate from CA firms should be attached with UDIN no.
- c. Having experience in supply of OEM cartridges to supply in any Central/ State government organization / Banks/ PSUs or Local bodies. Signed copy of at least one supply order should be submitted.
- d. The bidder should not have been blacklisted / debarred by any Central Government or State Government or Public Sector Undertaking or local bodies of India. Undertaking on letter head to this effect should be submitted.

#### 5. Bid Price

- a) **Bidders may quote for one or more than one lot for all the items in a lot.**
- b) The Prices should be quoted in Indian Rupees only.
- c) Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- d) All duties, taxes and other levies payable by the supplier shall be included in the total price.
- e) Statutory deductions will be made at source, if applicable.
- f) GST in connection with the sale shall be shown separately.

#### 6. Submission of Bid

- a) A bidder shall submit only one Bid in a sealed envelope.
- b) The bidder must mention full detail specification of the items quoted. Mere copying of the specifications mentioned by the purchaser or mentioning words like "complying"/"compliant" is not sufficient.
- c) Envelope containing bids must bear on the cover itself, name of item bidding for, name and full address with phone numbers of the bidder.
- d) Successful bidder will have to submit authorization from OEM.

#### 7. Bid Validity

Bid shall remain valid for a period not less than 120 days after the deadline date specified for submission.

#### 8. Bid Security/Earnest Money Deposit (EMD)

Bidder has to submit Bid Security / EMD of Rs.9,000/- in the form of Demand draft along with their Bid. The Demand Draft should be issued from any Nationalized Bank/ Scheduled Bank of India in favour of Bihar Rural Livelihoods Promotion Society, Patna.

Bidders seeking exemption from submitting EMD under MSME registration will have to furnish MSME certificate with their bids as per Bihar Financial Rules.

Bid Security / Earnest Money Deposit (EMD) of unsuccessful bidder as well as successful bidder would be returned after selection of successful bidder.

#### 9. Performance Security

Within 07 working days from the date of Letter of Intent (LOI) from the client, the successful Bidder shall furnish the Performance Bank Guarantee (PBG) of an amount equal to 5% of order value by way of Demand Draft issued by one of the Nationalized/ Scheduled Banks in India for the due performance of the assignment. The PBG will be returned after successful completion of assignment and final payment.

#### 10. Evaluation of Bid

The Purchaser will evaluate and compare the rates lot-wise determined to be substantially responsive i.e. which

6/17

- (a) Are properly signed; and
- (b) Conform to the terms and conditions, and specifications.

### **11. Award of Contract**

The Purchaser will award the contract to the bidder whose bid has been determined to be substantially responsive in each lot and who has offered the lowest evaluated bid price for each lot.

- 11.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any bids and to cancel the bidding process and reject all bids at any time prior to the award of contract.
- 11.2 The bidder whose bid is accepted will be notified of the award of contract by the purchaser prior to expiration of the bid validity period. The terms of the accepted offer shall be incorporated in the purchase order


### **12. Liquidated Damages**

In case of delay in supply of goods, penalty @ 0.07% per day on delay quantity will be imposed on supply and shall be deducted from the invoice of the agency.

- 13.If the bidder fails to do the job satisfactorily or is unable to complete the job, BRLPS reserves the right to cancel the work order.
- 14.If the lowest responsive bidder is declines to do the assignment, then award of contract will be given to second lowest responsive bidder on L-1 rate.
- 15.The bidding agency shall be a single entity, subletting is not permitted.
- 16. Bihar Financial Rule and its amendments issued time to time will be considered for evaluation of Proposal and selection of bidders by the BRLPS.
- 17. Bidder whose GST number is suspended / cancelled as per GST website will not be considered for evaluation.
- 18. In case of any disputes, the courts located in the territorial jurisdiction of Patna district will settle the disputes.
- 19. Payment shall be made within 45 days after satisfactory delivery of the goods and submission of invoices with challans.
- 20. Accepted bidder will have to provide goods within 15 days after receipt of order for supply of cartridges/drums.
- 21. You are requested to provide your best competitive rates.

Enclosure:

Annexure-I- Price Format

  
(Dr. Santosh)  
Procurement Specialist



### Price Format

#### Description of Goods: Printer Cartridges/Drum

Lot Nos.	Make & Model of the goods /offered	Unit	Price for each unit (Rs.)				Total Price (Rs.)	
			Unit rate including excise, customs duty (a)	GST (b)	Transportation, insurance, local incidental costs, etc. (c)	Quoted Unit rate [a+b+c] (4)	(in figures) (5)	(in words) (6)
(1)	(2)	(3)						
Lot – I	Samsung –MLT-D116L Cartridge	10 Pcs						
	Samsung –MLT-R116L Drum	06 Pcs						
TOTAL OF LOT I:								
Lot – II	Brother-LJ Printer Cartridge TN B021 Cartridge	15 Pcs						
	Brother-LJ Printer Cartridge DR B021 Drum	06 Pcs						
TOTAL OF LOT II:								
Lot - III	HP-CF 277A, 77A (Black)	06 Pcs						
	HP-12 A	06 Pcs						
	HP-CF 230XC	10 Pcs						
TOTAL OF LOT III:								

**Note:** In case of discrepancy between unit price and total price, the unit price shall prevail.

We agree to supply the above goods in accordance with the specifications for a contract price quoted against each item within the period specified in the Invitation of bids.

Signature of Bidder.....

Name .....

Business Address: .....

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Place: .....

Date.....