

Letter of Acceptance (LOA) of Tender/Proposal ID : 8145

Date: 06-Sep-2021

To :

Name : KARMA OFFICE SUPPLY

Address: # 108, 1st Floor, Karma
Khangzang Norzin Lam Thimphu

This is to notify you that your Bid dated **07-Jul-2021** for the supply of **Goods and related Services** for **Supply of Computer, Printer, and IT-related Equipment for the Financial Year 2021-2022** for the Contract Price of the equivalent of **Nu. 87400.000 (Ngultrum EIGHTY SEVEN THOUSAND FOUR HUNDRED)** in BTN, as corrected and modified in accordance with the Instructions to Bidders is hereby accepted by our Agency.

The Contract in duplicate is attached hereto. You are hereby instructed to:

(a) confirm your acceptance of this Letter of Acceptance by signing and dating both copies of it, and returning one copy to us no later than **(15)** days from the date hereof; and

(b) forward the Performance Security pursuant to ITB Sub-Clause 47.1, i.e., within **(15)** days after receipt of this Letter of Acceptance, and pursuant to GCC Sub-Clause 19.1

Authorized Signature:

Name: **[Lungten Jamtsho]**

Title of Signatory: HOPA

Name of Agency: **[Phuntsholing Thromde
]**

Performance security amount for this tender is Nu **40000.00** . Last date of payment is **27/09/2021**

Sl.	Item Name & Description	Item No.	Company	Unit Price (In Nu.) [Excluding Tax & others]	Quoted Amount (In Nu.)
1	Canon Cartridge, 108/308/708/328	10.0	KARMA OFFICE SUPPLY	1000.000	1000.000
2	Canon Cartridge, MF3010	11.0	KARMA OFFICE SUPPLY	1000.000	1000.000
3	Printer Cartridge(Canon MF 4100/Fx9)	69.0	KARMA OFFICE SUPPLY	1000.000	1000.000
4	Toner Cartridge, Canon - 328	92.0	KARMA OFFICE SUPPLY	1000.000	1000.000

Sl.	Item Name & Description	Item No.	Company	Unit Price (In Nu.) [Excluding Tax & others]	Quoted Amount (In Nu.)
5	Printer Cartridge (HP Laserjet Pro 400 M4old), 80A	66.0	KARMA OFFICE SUPPLY	1100.000	1100.000
6	Xerox Phaser 7500 Tonner- M,Y,B	121.0	KARMA OFFICE SUPPLY	11000.000	11000.000
7	Xerox Phaser 7500 Tonner-Cygan	122.0	KARMA OFFICE SUPPLY	11000.000	11000.000
8	NPG-59 Toner Canon	58.0	KARMA OFFICE SUPPLY	1200.000	1200.000
9	HP Laser Jet Cartridge, 1160 (Q5949A)	35.0	KARMA OFFICE SUPPLY	1200.000	1200.000
10	HP Laserjet Cartridge (1320), Q5949A	36.0	KARMA OFFICE SUPPLY	1200.000	1200.000
11	Epson Printer Ribbon, LQ-2190	20.0	KARMA OFFICE SUPPLY	1200.000	1200.000
12	Toner for Photo Copy Machine, Canon - NPG-28	98.0	KARMA OFFICE SUPPLY	1200.000	1200.000
13	Toner for Photocopier (RICOH), MP 2501L	99.0	KARMA OFFICE SUPPLY	1200.000	1200.000
14	Printer Cartridge for 1500W (Konica/Equivalent)	67.0	KARMA OFFICE SUPPLY	1500.000	1500.000
15	Toner for Photocopy Machine, Xerox C118	100.0	KARMA OFFICE SUPPLY	2200.000	2200.000
16	Toner/Cartridge for Master Roll, RISO/Equivalent	101.0	KARMA OFFICE SUPPLY	2200.000	2200.000
17	Toner Cartridge for Photo Copy Machine, Xerox Workcenter-5019	90.0	KARMA OFFICE SUPPLY	2200.000	2200.000
18	Ink Cartridge for HP Deskjet 9800 series:-a) 853 (Black)	42.0	KARMA OFFICE SUPPLY	2200.000	2200.000
19	Ink Cartridge for HP Deskjet 9800 series:-b) 857 (Colour)	43.0	KARMA OFFICE SUPPLY	2200.000	2200.000
20	Ink for RISO, KS 800 / KZ 30 but original	44.0	KARMA OFFICE SUPPLY	2200.000	2200.000
21	Ink for RISO, KZ30	45.0	KARMA OFFICE SUPPLY	2200.000	2200.000
22	Master Roll for RISO, KS 800 / KZ 30 but original	50.0	KARMA OFFICE SUPPLY	2200.000	2200.000

Sl.	Item Name & Description	Item No.	Company	Unit Price (In Nu.) [Excluding Tax & others]	Quoted Amount (In Nu.)
23	Master Roll Riso,KZ30	51.0	KARMA OFFICE SUPPLY	2200.000	2200.000
24	Toner for Photo copier Machine (SHARP), AR5618S	96.0	KARMA OFFICE SUPPLY	3000.000	3000.000
25	HP Toner Cartridge, Q7516-16A	41.0	KARMA OFFICE SUPPLY	4000.000	4000.000
26	Printer Cartridge (HP Laserjet 4250) Q5942A	65.0	KARMA OFFICE SUPPLY	4000.000	4000.000
27	External Hard Disk (500 GB) Toshiba/Transcent or Equivalent	22.0	KARMA OFFICE SUPPLY	4200.000	4200.000
28	External Hard Disk (1 TB)Toshiba/Transcent or Equivalent	21.0	KARMA OFFICE SUPPLY	4500.000	4500.000
29	Toner for Photo Copy (Machine Konica Minolta) 164/116	97.0	KARMA OFFICE SUPPLY	800.000	800.000
30	Toner Cartridge for Photo Copy Machine, TN 114	89.0	KARMA OFFICE SUPPLY	800.000	800.000
31	Xerox Docu 2020-Cygan M,Y,B	119.0	KARMA OFFICE SUPPLY	800.000	800.000
32	Pen-Drive, 64 GB(kingston/Equivalent)	61.0	KARMA OFFICE SUPPLY	800.000	800.000
33	Xerox Docu 2020-M,Y,B	118.0	KARMA OFFICE SUPPLY	8000.000	8000.000
34	Toner Cartridge for HP Laserjet 1020, 12A	87.0	KARMA OFFICE SUPPLY	900.000	900.000

The following documents (but for RFQ Submission Letter and Sl. a & h from below only) forming the integral part of the contract shall be interpreted in the order of priority :

- a. The signed Form of Contract Agreement
- b. The Letter of Acceptance
- c. The Tender/Proposal and the appendices to the Tender/Proposal
- d. Particular Conditions of Contract
- e. General Conditions of Contract
- f. Technical Specifications
- g. Drawings
- h. Price and Delivery Schedule for Goods
- i. Price and Completion Schedule for Related Services
- j. Other document including correspondences listed in the SCC forming part of the Contract

LOA Documents

S.No.	File Name	File Description	File Size	Action
1	Karma Office.jpeg	LOA	663	-

Section Name:

Action

Bidding Forms

Sl. No.	Form Name	Action	Map Document List	
1	Bidder Information Form	-	Document Name	Action
			Trade License 2021.pdf	-
			No GOE.jpeg	-
			No PoA.jpeg	-
			TCC 2021.pdf	-
2	Joint Venture, Consortium or Association (JV/C/A) Partner Information Form	-	Document Name	Action
			No JV.jpeg	-
3	Bid Submission Sheet	-	-	
4	Qualification Criteria	-	Document Name	Action
			Declaration.jpeg	-

Eligible Countries

Sl. No.	Form Name	Action	Map Document List
1	Eligible Countries	-	-

Schedule of Supply

Sl. No.	Form Name	Action	Map Document List
1	Technical Specifications and Compliance of Goods and Related Services (Form e-LG-5)	-	-
2	Drawings	-	-
3	Inspections and Tests	-	-
4	Price and Completion Schedule - Related Services (Form e-LG-4c)	-	-
5	1a. Price and Delivery Schedule : Goods Manufactured outside Bhutan (Form e-LG-4a)	-	-
6	1b. Price and Delivery Schedule: Goods Manufactured in Bhutan	-	-

	(Form e-LG-4b)		
7	Discount Form	-	-
General Conditions of Contract			--
Tender/Proposal Document			
Document Name		Document Description	Action