

INVITATION FOR QUOTATION

TEQIP-II/2016/WB2G02/Shopping/185

18-01-2016

To,

Sub: Invitation for Quotations for Supply of Goods

Package Code: TEQIP-II/WB/ WB2G02/185

Dear Sir,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications as given at Annexure - I,

Sr. No	Brief Description	Quantity	Delivery Period (In days)	Place of Delivery	Installation Requirement (if any)
1	Digital color duplex laser network printer with scanner with finishing unit	1	45	Printing Engineering	Yes

2. Government of India has received a credit from the International Development Association (IDA) in various currencies equivalent to **US\$ 300 Million** towards the cost of the **Technical Education Quality Improvement Programme [TEQIP]-Phase II** Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.

3. Quotation:

3.1 The contract shall be for the full quantity as described above.

3.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.

3.3 All duties and other levies payable by the supplier under the contract shall be included in the total price.

3.4 **Applicable taxes shall be quoted separately for all items. Please note that the Excise exemption & Customs concession is applicable to Jadavpur University.**

3.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

3.6 If you require any "waybill" for transportation of goods to Kolkata, you have to apply in advance separately with a copy of Invoice enclosing a copy of order; where Entry Tax will be paid by us for procuring way bill.

3.7 **The Prices should be quoted in Indian Rupees only.**

4. Each bidder shall submit only one quotation.

5. **Validity of quotation:** Quotation shall remain valid for a period not less than 45 days after the last date of quotation submission.

6. Evaluation of Quotations:

The Purchaser will evaluate and compare the quotations found to be substantially responsive i.e. which

6.1 are properly signed ; and

6.2 Conforming to the terms and conditions, and specifications.

7. The Quotations would be evaluated for all items together.

- Quotations will be compared on the basis of quoted price (Total Cost including all taxes) for goods at its final destination.

- Past performance & experience may be furnished to consider the credential of the bidder

8. Award of contract: The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

8.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

8.2 The bidder whose bid is accepted will be notified for the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

9. Payment shall be made in Indian Rupees as follows:

100% of the total cost after delivery, satisfactory installation along with demonstration and testing of the goods and also acceptance by the department.

10. All supplied items are under normal commercial warranty/ guarantee of not less than **12** months from the date of successful acceptance of items, unless specified of warranty for longer duration in the specification.

11. Rate of AMC may be furnished separately, which will be applicable at the end of the normal commercial warrant period.

12. You are requested to submit your offer on or before **15:00** hours on **05-02-2016**. Bids will be opened on the same day at 16:00 hours.

13. Detailed specifications of the items are at Annexure I.

14. Training Clause (if any) **Demonstration at the time of Installation are to be confirmed.**

15. Testing/Installation Clause (if any) **Satisfactory Installation & Testing is required**

16. Submission of video footage of the successful installation and testing along with Model No. & SL. No. is preferred.

17. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.

18. Sealed quotation to be submitted/ delivered, **within 15:00 hours of 05-02-2016**, at the address mentioned below,

TEQIP CELL, 2nd Floor, Aurobindo Bhavan, Jadavpur University, 188, Raja S. C. Mallick Road, Kolkata- 700 032.

19. We look forward to receiving your quotation and thank you for your interest in this project.

Prof. Sanjib Acharyya
Nodal Officer, Procurement
TEQIP, Phase-II, JU



Annexure I

Package Code: TEQIP-II/WB/ WB2G02/185

Sr. No	Item Name	Specifications
1	Digital color duplex laser network printer with scanner with finishing unit	<p>Basic Feature: : Digital Color Copier, Network Printer, Scanner.</p> <p>Max Output Size : : 11 x 17 inches</p> <p>Media Weight: 60 to 220 gsm</p> <p>Copy / Print Speed: up to 25 ppm Color & Black & White</p> <p>Multi Copy: Up to 9,999.</p> <p>Zoom: 25 - 400 %.</p> <p>Processor: 1.2 GHz Dual-Core</p> <p>Memory: 2 GB System plus 1 GB page Memory +160 GB Hard Disk Drive</p> <p>First Copy output time: As fast as 8.4 seconds color/</p> <p>Resolution: 2400 x 600 dpi.</p> <p>Scan Features:: Scan to Network, Email, Folder, SMB or FTP, Text searchable PDF etc.</p> <p>The printer should have</p> <p>Adobe PS3 Kit</p> <p>Office Finisher</p> <p>Hole Punch Kit</p> <p>Stapler Kit</p> <p>Price of the finishing unit should be clearly mentioned.</p> <p>Price of toner cartridge (black and color) should be mentioned for operating cost estimation.</p> <p>Price should be inclusive of black and color toners and all other accessories required for installation.</p> <p>DGS&D rate will be preferred.</p> <p>Warranty: Minimum one year. Three years preferred.</p> <p>Price must be inclusive of all taxes and charges required for installation and commissioning.</p>



FORMAT FOR QUOTATION SUBMISSION

(In letterhead of the supplier with seal)

Package Code: TEQIP-II/WB/ WB2G02/185

Date: _____

To: _____

Sl. No.	Description of goods (with full Specifications)	Qty.	Unit	Quoted Unit rate in Rs. (Including Ex Factory price, excise duty, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)	Total Price (A)	Sales tax and other taxes payable	
						In %	In figures (B)
Total Cost							

Gross Total Cost (A+B): Rs. _____

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. _____ (Amount in figures) (Rupees _____ amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of _____ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: _____

Address: _____

Contact No: _____