

INVITATION FOR QUOTATION

TEQIP-II/2012/WB2G02/Shopping/29

21-Aug-2012

To,

Sub: Invitation for Quotations for supply of Goods

Package Code: TEQIP-II/WB/WB2G02/30

Dear Sir,

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

Sr. No	Brief Description	Quantity	Delivery Period (In days)	Place of Delivery	Installation Requirement (if any)
1	Laser Jet Multifunction Copier & Printer	1	20	School of Illumination Tech	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 **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 determined to be substantially responsive i.e. which

6.1 are properly signed ; and

6.2 Confirm 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 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 of 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 immediately 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.
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 provide your offer latest by **15:30** hours on **05-09-2012**. 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**
15. Testing/Installation Clause (if any) **Satisfactory Installation & Testing is required**
16. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
17. Sealed quotation to be submitted/ delivered, **within 15:30 hours of 05-09-2012**, at the address mentioned below,
TEQIP CELL, 2nd Floor, Aurobindo Bhavan, Jadavpur University, 188, Raja S. C. Mallick Road, Kolkata- 700 032.
18. We look forward to receiving your quotation and thank you for your interest in this project.

Dr. Gupinath Bhandari
Nodal Officer, Procurement
TEQIP, Phase-II

Annexure I

Package Code: TEQIP-II/WB/WB2G02/30

Sr. No	Item Name	Specifications
	Laser Jet Multifunction Copier & Printer	<p>Print technology: Monochrome Laser</p> <p>Print speed black:</p> <p>Normal: at least 35ppm,</p> <p>First page out (ready):</p> <p>Black: as fast as 8 sec</p> <p>Duty cycle (monthly, A4): at least 200000 pages</p> <p>Best quality at least 1200 dpi</p> <p>Print languages: Touch screen, LCD (b & w graphics)</p> <p>Connectivity, standard with at least 1 Foreign Interface Harness, 1Hi-speed USB 2.0 port, 1EIO slot, 1 analog fax port</p> <p>Network ready: Standard, connectivity, optional</p> <p>Memory specification: at least: 256 MB, Hard disk at least: 40 GB, Paper handling input standard: Two 250 sheet input trays standard, 100 sheet multi-purpose tray, three 500 sheet input trays.</p> <p>Paper handling output standard: At least 30 sheet automatic stapler/stacker with 500 sheet output bin, Automatic duplex printing, Finished output handling, sheetfed , Media sizes supported: A4,B4,B5,A5,A3, Media types: Paper(plain, photo, banner). Transparencies, , pre-punched, recycled.</p> <p>Scanner specifications: Scanner type, Flatbed: ADF, Scan file format at least: PDF, JPEG, TIFF, MTIFF, Scan resolution: optical, at least 600 dpi, Scan size(ADF) : at least 297x432mm, Automatic document feeder capacity, Standard: 50 sheets, Digital sending standard features, Send to network folder, LDAP & SMTP authentication, LDAP addressing, File formats : supported, PDF, JPG, TIFF, MTIFF.</p> <p>Copier specifications: Copy speed: normal: at least 35 cpm, Copy resolution at least 600x600 dpi, Copy reduce/ enlarge setting: 25 to 400%, Copies up to 1000.</p> <p>Fax specifications: Faxing, Fax resolution: at least 300x300 dpi, Speed dials: at least</p>

		<p>100, Broadcast locations: 100, Power and operating requirements: Power, Input voltage 220 to 240 VAC(+/- 10%), 50 Hz(+/- 2Hz), 6amp, Power consumptions: not more than 0.2 watts(off), 21 watts (sleep), 80 watts (ready), 600watts (printing), 640 watts (copying); Operating temperature range:15 to 35 degree C, Operating humidity range:25 to 75 % RH, Power cord, Control panel overlay, Laser jet Black Print cartridge, Automatic two-sided printing accessory (built-in), Integrated 3x500 sheet input trays, Analog fax accessory (built-in), Phone cord, 30 page stapler/stacker, on-site warranty and phone and web support (varies according to region).</p>
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FORMAT FOR QUOTATION SUBMISSION

(In letterhead of the supplier with seal)

Package Code: TEQIP-II/WB/WB2G02/30

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: _____