

CENTRAL COUNCIL FOR RESEARCH IN AYURVEDIC SCIENCE
Jawahar Lal Nehru Bhartiya Chikitsa Evam Homoeopathy Anusandhan Bhawan,
No. 61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi – 110058

Sub: Tender for supply of Multifunction Colour Printer.

1. Quotations in sealed cover are invited from authorised vendors of Original Equipment Manufacturers (OEMs) for supply of Multifunction Colour Printer the specifications given at Annexure – I.

2. General information about the tender:-

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|----|--|---|
| a) | Tender Reference No. | F.No. 20-2/2014-CCRAS/Admn./Store |
| b) | Last date and time for receipt of Tenders | 20/02/2015 upto 5.00 PM |
| c) | Time and date of opening of Tenders | 23/02/2015 at 11.00 AM |
| d) | Time and date for opening of Commercial bids | |
| e) | Place of opening of Tenders | Conference hall Room No. 223, 2 nd Floor, CCRAS HQs Office, No. 61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi-110058 |
| f) | | |

3. Submission of Tenders to Director General, CCRAS Hqrs. Office, 61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi – 110058.

4. The Tender shall be submitted in sealed envelope clearly super scribing on the envelope "Bid for supply of Multifunction Colour Printer". The sealed Tenders may be sent by Speed Post/Registered Post or delivered by-hand, so as to reach the following address, by due date and time. Tenders received late will be rejected outright.

5. Earnest Money Deposit: - The bidders shall furnish EMD for a sum of ₹5,000/- for Multifunction Colour Printer by Account Payees Demand Draft or Banker's Cheque in favour of "Director General, CCRAS, New Delhi" along with the Technical Bid.

6. Guidelines for preparation of Technical Bid:

- The bid should contain all Technical details of equipments to be supplied along with commercial Terms and Conditions.
- An undertaking clearly mentioning the following shall be furnished :
 - All the terms and conditions mentioned in the tender are acceptable to the bidder.
 - The hardware and software to be supplied by the vendor would be as per the specifications prescribed by the CCRAS vide Annexure-I.
 - Supply and installation of all hardware and software would be done, in CCRAS HQs Office, No. 61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi-110058, within two weeks from the date of receipt of supply order by the selected vendor.
 - On-site comprehensive warranty will be provided by the vendor/OEM for three years.
- Income Tax Returns for the last two years, copy of PAN and VAT Registration need to be attached.


7. Submission of Commercial Bid: The financial bids for supply of Multifunction Colour Printer shall be submitted in format at Annexure – II.

8. Terms for payment:

- a) On completion of Supply of the items at CCRAS HQs Office, No. 61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi-110058, CCRAS Purchase Committee will inspect supply of Multifunction Colour Printer in good condition before release of payment to the Vendor.
- b) All payments will be released based on the rate quoted in the bid and invoices submitted to CCRAS HQs Office by the vendor.

8. General Terms & conditions

1. Firms participating in the tender should submit two bids i.e. Technical bid and Price bid (Financial bid).
2. Bids should be submitted either by original manufacturer or authorized dealers appointed by such manufacturers in India, who have adequate sale service experience in supplying such instruments for more than 5 years.
3. The rates should be quoted including FOB, New Delhi and should include transportation and Commissioning of the instruments (s) at CCRAS HQs Office, No. 61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi-110058.
4. The supplier should mention the Warranty/Guarantee period for the instrument.
5. The supplier should provide spares for next 5 years of operation of instrument.
6. The supplier should also quote for AMC after expiry of Warranty/Guarantee period.
7. Each bidder should submit an E.M.D. of Rs. 5,000/- for Multifunction Colour Printer as mentioned in annexure for instrument. The E.M.D. will be returned to the unsuccessful bidder after the bids are finalized. EMD should be in the form of Demand Draft, drawn in favour of Director General, CCRAS, New Delhi.
8. The supplier should not handover execution of order to any other/sister firm(s); it will amount to the cancelation of order.
9. In case the supplier being unable to supply within stipulated time or going insolvent the loss incurred to the Government will be borne by the supplier.
10. Last date of tender submission by 20/02/2015 upto 5.00 PM to the office of Director General, CCRAS, New Delhi on working days.
11. The Director General has every right to reject/accept any bid without assigning any reason.
12. The quality/condition should be good and as per the specifications as mentioned in technical specification; substandard instruments/items and non-conforming of specification will not be accepted; the same will be replaced by the supplier at their own cost.
13. The tenders will be opened on 23/02/2015 at 11.00 AM. The tenderers or their representative who are willing may attend the tender opening in the HQs Committee Room No. 223 on the Second Floor.


(Hari Om Kaushik)
Administrative Officer (Admin.)
For Director General

Specifications for Multifunction Printer:

| | |
|--|--|
| Function | |
| All-in-One functions: | Print, copy, scan |
| Multitasking supported : | Yes |
| Printing specifications | |
| Print speed black: | Normal: more than 45 ppm |
| Print speed colour: | Normal: more than 45 ppm |
| Print Technology | Laser |
| Print quality black (Best): | Upto 1200 X 1200 dpi |
| Print quality colour (Best): | Upto 1200 X 1200 dpi |
| Duty cycle (monthly) (Maximum number of pages per month of imaged output) | More than 80000 pages |
| Additional Specifications | |
| Processor Speed : | More than 800 Mhz |
| Memory, Standard : | More than 1 GB |
| Memory Maximum : | More than 2 GB |
| Hard Disk : | Standard, more than 80 GB |
| Scanner Specifications | |
| Scanner Type : | Flatbed, ADF |
| Scan resolution, optical: | Upto 600 dpi |
| Scan size, maximum (Flatbed) : | 11 X 17 in |
| Scan size, maximum (ADF) : | 11 X 17 in |
| Scanner duplex feeder : | Yes, reversing ADF |
| Automatic paper sensor | Yes |
| File formats, supported | PDF, JPEG, TIFF, MTIFF |
| Copier Specifications | |
| Maximum number of copies : | Up to 9999 copier |
| Copy reduce/enlarge settings : | 25 to 400% |
| Copy resolution | Up to 600 X 600 dpi |
| Paper Handling | |
| Paper Handling standard, input : | 100 sheet multipurpose tray, 500 sheet input tray 2, 50 sheet automatic document feeder |
| Paper handling optional, input : | Optional 500 sheet tray (add up to 2 trays) |
| Paper handling standard, output : | 250 sheet output bin, 100 sheet rear output bin |
| Duplex printing (Printing on both sides of paper): | Automatic (standard) |
| Connectivity | |
| Connectivity, Standard : | 2 Hi-Speed USB 2.0 Host; 1 Hi-Speed USB 2.0 Device; 1 Gigabit Ethernet 10/100/1000T network; 1 foreign interface; 1 Hardware Integration Pocket; 2 Internal USB Host |
| Connectivity, optional : | Wireless Capability |
| Compatible Operating Systems | Microsoft® Window® XP Home, XP Professional Server 2003, Server 2008 Windows 7, Windows 8, Mac OS X v10.3 |

Manufacturer's Authorization Form (MAF)

No.....

Dated:

To

Director General,
Central Council for Research in Ayurvedic Science,
Jawahar Lal Nehru Bhartiya Chikitsa Evam Homoeopathy Anusandhan Bhawan
No. 61-65, Institutional Area,
Opp. 'D' Block, Janakpuri,
New Delhi – 110058

Wewho are established and reputable manufactures ofhaving offices atand..... do hereby authorize M/s (Name and address of Supplier/Dealer/channel partner/representative) to offer their quotation and conclude the contract with you against the above invitation for tender offer.

We hereby extend our full guarantee and warranty as per the terms and conditions of the tender and the contract for the items offered against the invitation for tender offer by the above firm.

Yours faithfully,

(Name) for and on behalf of M/s.....
(Name of Manufactures)

Note: This letter of authority should be on the letterhead of the Manufacturing concern and should be signed by a competent person of the Manufactures.

Financial bid:

| Sl.No. | Description | Make & Model No. | Qty. | Amount in Rs. (Excluding VAT) | |
|----------------------------|---------------------------------|---------------------|--------|-------------------------------|--------------|
| | | | | Unit price | Total amount |
| 1. | Multifunction Colour Printer | | 01 No. | | |
| Total Amount | | | | | |
| Add: Taxes (if any) | | | | | |
| Grand Total | | | | | |

- # Price variation clause based on exchange rate of currency and other factor is not acceptable.
- # All costs and charges, related to the bid, shall be expressed in Indian Rupee only and the above total cost is inclusive of all taxes and customization charges.
- # The specifications are minimum. The bids shall be ranked based on net landed cost without any extra consideration for additional feature etc.

Signature & Seal of the Bidder/Agency/firm