



राष्ट्रीय गतिशील दिव्यांगजन संस्थान
National Institute for Locomotor Disabilities (Divyangjan)
(दिव्यांगजन सशक्तिकरणविभाग, सामाजिकन्याय एवं अधिकारिता मंत्रालय, भारत सरकार)
Department of Empowerment of PwDs (Divyangjan), Ministry of Social Justice and
Empowerment, Govt. of India
B.T. ROAD, BON-HOOGHLY, KOLKATA-700090
बी.टी. रोडबनहुगली, कोलकाता-700090



Phone: 2531-0279, 2531-0610/Tele Fax: 2531-8379/E-mail: mail@nioh.in and web: www.niohkol.nic.in

ENQUIRY NO: XEROX-K/155/ACAD/2000/NIOH/P-I

Dt: 06.02.2019

Delivery required within: 30 Days after receiving the P.O.
Last date of submission of quotation: 27.02.2019

To
NILD NOTICE BOARD
NILD WEBSITE
SUB: LIMITED TENDER NOTICE
REF: INVITING OF QUOTATIONS FOR THE PURCHASE XEROX MACHINE FOR ACADEMIC SECTION
AGAINST **BUYBACK OF EXISTING XEROX MACHINE, MAKE-KYOCERA, MODEL-FS6030MFP SERIAL
NO. L2R500003.**

Sr. No.	Name of Equipment	Technical Specification		QTY
01	XEROX MACHINE	Imaging System	Laser Dry Electrostatic Transfer System	01
		Memory	Min 256 MB	
		Network Interface	Ethernet (100Base-TX / 10Base-T), USB 2.0	
		Duplex auto Scan/copy	DADF unit	
		Secure Print	Print security Feature	
		ID Card / Frame Erase / N on 1	Copy feature	
		Touch Screen/Push botton	Operation	
		Processor	Dual Processor	
		First Copy Output Time	Min 6.5 sec or less	
		Multiple Copies	1 to 999 sheets	
		Magnification	25% to 400% (1% increment)	
		Printing Languages	STANDARD UFR II OR EQUIVALENT	
		Maximum Original Size	A4 & A3	
		Duplex	Standard	
		Copy / Print Speed	20 ppm-1200 x 1200dpi	
		Resolution	Printing- Standard: 250 sheets paper capacity	
		Paper Sources (80gsm)	i. Stack Bypass- Standard: 100 sheets paper capacity ii. Stack Bypass:- 64 to 90 gsm	
		Acceptable Paper Weights	i. Paper Cassette:- 64 to 128 gsm ii. Stack Bypass: -64 to 128 gsm	
		Toner:	Toner yield Standard @ 14,000 A4 pages	
		Drum Life:	Drum yield 1,10,000 or more	
		Certified Life of the machine	6.5 Lakh-7 Lakh print/copy	
		Power Consumption	Max 1.6kW or less	
		Warranty:	1 year Warranty	

GENERAL INSTRUCTION AND TERMS & CONDITIONS

Tender documents can only be downloaded from the web site (www.niohkol.nic.in). The cost of tender paper amounting to Rs. 500.00 & EMD amounting Rs.4000/- which shall have to be deposited by the tenderer directly to the bank account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata through online/ offline mode, on or before the last date of bid submission date of tender. The detail of the Bank Account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata is mentioned below. The original copy of the transaction slip, duly signed by the tenderer, must be up loaded along with tender document.

- i. The bid security will remain valid for a period of 90 days after the date of submission of the bid.
- ii. Any tender not accompanied by bid security shall be rejected.
- iii. Bid securities of all the bidders will be returned to them after complete of the tender process.
- iv. In case of bidders or tenderers furnish false information their tender/bids will be rejected and their security deposit/EMD will stand forfeited.

v. **BANK ACCOUNT DETAIL OF NILD, KOLKATA FOR DEPOSITION OF TENDER COST, EARNEST MONEY**

Name of the Account Holder	National Institute for the Orthopaedically Handicapped
A/c No	53015297593
Name of the Bank	State Bank of India
Name of the Branch	NIOH Campus Kolkata
IFSC	SBIN 0030468

Kindly online submit your quotation for the above items in two parts technical & financial part

THE FOLLOWING DOCUMENTS SHOULD BE ENCLOSED IN TECHNICAL BID:

1.	Quotation should be enclosed with complete technical details and literature of the product.
2.	Compliance sheet with desired and quoted specifications given in comparative table
3.	Copy of latest and valid Trade license, Income Tax, GST / Sales Tax Clearance certificate etc should be submitted along with quotation
4.	Warranty of the items should not be less than 01 year.
5.	The bidders/tenderers shall clarify /state whether he/they are manufacturer accredited agent or sole representative indicating principals and agent quoting on behalf of their manufacturers / principals with valid document
6.	Bidders / Tenderers should have quality assurance certifications issued by the authorized organization.
7.	In case of bidders or tenderers furnish false information their tender/bids will be rejected and their security deposit / EMD will stand forfeited.
8.	DO NOT USE THE WORD “Compliance” / “COMPLIED”. REMARK SHOULD BE SPECIFIC.
9.	SUPPLIERS/FIRMS SHOULD QUOTE THE ITEMS AS PER SPEIFICATION (POINT WISE) ONLY. ANY DEVIATION FROM THE TECHNICAL AND FINANCIAL BID PROFORMA GIVEN IN THE TENDER DOCUMENT MAY ATTRACT CANCELLATION OF THE BID.
10.	THE FIRMS ARE INFORMED TO UPLOAD THE CLEAR COLOUR PICTURE OF THE EQUIPMENTS FOR WHICH THEY ARE SUBMITTEING THE BIDS.
11.	IN ABSENCE OF COMPLIANCE OF THE POINT NOS. 8, 9 & 10 MENTIONED ABOVE THE BIDS WILL NOT BE CONSIDERED
12.	TENDER DOCUMENT SHOULD BE STRICTLY AS PER FORMAT GIVEN (In Annexure-II)

Part 2- Financial Bid

1. The price / rates for the item quoted must be valid for **06 months**.
2. Any other relevant information that the bidder may like to furnish so as to add the credibility, financial solvency, client list and past performance of the bidder.

3.SUBMISSION AND OPENING OF QUOTATION:

- (A). Telegraphic/ Cabled/ faxed/ e-mail etc, which are exposed Quotation will be summarily rejected.
- (B). The Technical bids will be opened first as per Central Govt. GFR.
- (C). The Financial bids will be opened of only the firms found technically suitable and after verify their valid document.

4. PRICE:-

- (a) The price quoted should be F.O.R. National Institute for Locomotor Disabilities (Divyangjan), (erstwhile NIOH) B.T.Road, Bon-hooghly, Kolkata-700090 in **Indian Rupees only. Price quoted should never be exceed the Printed / Catalogued MRP of the product and price should be inclusive of all taxes and other charges (If any).**
- (b). The price quoted should be firm and remain valid for 06 months from the finalization of tender.

5. EARNEST MONEY AND SECURITY DEPOSIT:

All quotations must be accompanied with earnest money deposit as indicated above. Quotations without EMD will be rejected. The EMD will be refunded to the unsuccessful bidders, and shall be adjusted as part of security deposit in case of successful bidder. No interest will be paid on EMD or Security Deposit.

The SD money will be remained in custody of the institute till three months after expiry of warranty period or for a mutually agreed period from the date of installation / commissioning of the ordered materials.

6. RESPONSIBILITIES FOR EXECUTION OF CONTRACT:

The supplier is to be entirely responsible for the execution of the contract in all respect in accordance with the terms and conditions as specified in the acceptance of quotation and lawfully responsible for the supply at site and will replace any part or full, whatever the case may be, if found not in conformity with the specification as laid down. Non-fulfillment of contract as per terms and condition as stipulated shall cause forfeiting of EMD/Security deposit.

7. DELIVERY SCHEDULE:

Delivery should be free at site. NILD, Kolkata Main store. If the supplier fails to deliver the stores or any part thereof within the stipulated date of delivery, the competent authority of the Institute (NILD) will be entitled at their discretion to either:

- (a). purchase the store from elsewhere, at the cost and risk of the supplier or
- (b) **Recover from the supplier liquidated damages liability @ 0. 5% per week of the order value.**

8. REMOVAL OR REJECTION:

Any stores rejected by our quality control officer/expert must be removed by the supplier and replacement made within two weeks from the date of receipt of such intimation at his risk and cost.

9. CREDIBILITY OF FIRM/SUPPLIER:

All the bidders are required to submit "Letter of Authorization from the Manufacturer verifying them as their authorized agent in India" **The bidder should have its office/representative/service provider within a reasonable distance from the institute in Kolkata and have sales/ service installations in Kolkata** preferably

10. BILLING & TERMS OF PAYMENT:

Bills in Triplicate along with the Original receipted challan must be submitted to the Director, NILD, B.T.Road, Bonhooghly, Kolkata-700090, duly pre-receipted by affixing revenue stamp and official seal. Admissible payment will be made after final commissioning/installation and satisfactory installation certificate.

11. SETTELEMENT OF DISPUTES:

All disputes or differences of any kind whatsoever arising out of or in connection with execution of this contract, whether during the progress of the supply or after their completion, shall be referred by the supplier to the Director of the Institute and the competent authority of the institute shall within reasonable time shall examine the case on its merit and on basis of any representation made in this context and notify decisions thereon in writing. The decision of the Director of the Institute shall be binding upon the supplier. If the supplier is not satisfied with the decision of the competent authority of the Institute, on any matters in question, dispute/difference to be arbitrated upon shall be the jurisdiction of the High Court at Kolkata.

The High Court of Kolkata will only be the jurisdiction to deal with and decide on any dispute whatsoever arising out of this tender.

The Director of the National Institute for Locomotor Disabilities (Divyangjan), reserves the right to reject any or all the tenders without assigning any reasons or giving any explanation thereof. No claim for damages will be entertained in this regard.

In addition to above, all others terms & conditions will also be binding as applicable in Govt. of India Purchase Rule.

The above conditions are stipulated without any prejudice.

**DIRECTOR
NILD, Kolkata**

ANNEXTURE-I

CHECKLIST OF SUBMITTING DOCUMENTS - (TO BE FILLED BY THE TENDERER)

SL. NO:	DOCUMENTS	PLEASE MARK “ √” IF DOCUMENT SUBMITTED*
1	Tender document, downloaded from the web site Web: www.eprocure.gov.in	
2	Warranty of the items.	
3	Delivery period:-	
4	Validity of the quotation should not be less than 06 months.	
5	Signed photo copy of latest and valid Trade license, Income Tax, GST / Pan card/ Sales Tax Clearance certificate / Partnership Deed (in case of Partnership firm must be submitted with the Quotation documents.	
6	Valid documents stating that bidder/ tendered is/are manufacturer accredited agent or sole representative indicating principals and agent quoting on behalf of their manufacturers / principals with valid documents.	
7	Quality assurance certifications issued by the authorized organization.	
8	Brand of the product:-	
9	Details of service centre:-	
10	Visit of the service engineer after sales service	
	Any other documents submitting by the Tenderer, to be mentioned here:	

***Mention “Not Applicable” if the document is irrelevant.**

ANNEXTURE-II

Price Bid should be quoted as per given format

COST OF THE MACHINE	
ADD-GST	
LESS- BUYBACK VALUE OF EXISTING MACHINE	
GRAND TOTAL	