

UNIVERSITY OF DELHI SOUTH CAMPUS
Centre for Innovation in Infectious Disease Research, Education and Training (CIIDRET)

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E-tender Notice

Ref. No. : UDSC/CIIDRET/VKC/2018/002

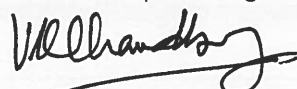
June 9, 2018

Tenders are hereby invited in two-bid system (Technical & Financial) from manufactures or their authorized dealers for the **supply of Multifunction color Printer** (one Qty. with multiple cartridges) with the specifications given below:

- A1. The machine should allow up to A4/legal size printing at a printing speed of 30 ppm for color and black and white in letter size and 28 ppm for color and black and white in A4 size.
- A2. The machine should allow two-sided printing.
- A3. The machine should allow single pass feeding of papers for two-sided scanning.
- A4. The machine should have automated document feeder allowing custom paper size of 5.5 x 5.5 in. to 8.5 x 14 in. (i.e. 139.7 x 139.7 mm to 216 x 356 mm).
- A5. The machine should have 1 bypass tray allowing paper feed of custom sizes from A6, A5 to A4, legal (i.e. 76 x 127 mm to 216 x 356 mm) and 1 main tray allowing paper feed of custom sizes as above.
- A6. The machine should accept papers of different textures including Bond paper, Plain Paper, Card Stock, Custom, Envelopes, Glossy Card Stock, Hole Punched, Labels, Letterhead, Lightweight Card Stock, Lightweight Glossy Card Stock, Pre-Printed, and Recycled.
- A7. The machine should allow printing at resolution of 1200 x 2400 dpi
- A8. The machine should allow copying at resolution of 600 x 600 dpi
- A9. The machine should allow scanning at optical resolution of 600 x 600 dpi.
- A10. The machine should allow scanning directly to email or network or into USB device along with data saving at multiple destinations in a single scan in JPG, TIFF, PDF formats.
- A11. The machine should have a processor of 1.05 Ghz and Memory of at least 2 GB.
- A12. The machine should be compatible for 10/100/100 Base-T Ethernet and should carry USB 3.0 port.
- A13. The machine should be compatible with Page description languages including Adobe PostScript, PCL, PDF, and TIFF.
- A14. The machine should be compatible with Apple computers.
- A15. The print technology should be based on separate toner and drum.

Additional eligibility criteria:

- B1. The model of the quoted machine should be mentioned.**
- B2. The quotation should comprise warranty of 3 years on all parts except consumables. Also specify as to who will provide the warranty coverage; supplier/manufacturer.
- B3. The quotation should include the cost of three Black Toner Print Cartridges (capacity approx. 5000 pages at 5% coverage) and One Print Cartridges each for Yellow, Cyan and Magenta (each with capacity of approx. 4,000 pages). The quotation should carry the part no. of the cartridges.
- B4. The cost of the machine including the total cost of Print cartridges (without applicable taxes) will form the basis of comparison.
- B5. In addition, all the consumable items (toner Print Cartridges, drum, waste not covered under comprehensive 3 years warranty) should be quoted separately with price valid for one year.
- B6. It may be noted that the Institution is eligible for concessional GST. The price quote should keep this in the view. Therefore, quote price without GST, and the GST will be paid as applicable. If we would pay concessional GST, appropriate certificate will be provided.
- B7. The distributor should attach original manufacturer's authorization certificate.
- B8. The applicable taxes/duties should be mentioned at the current prevailing rates keeping in view the current exemptions for the University of Delhi.



- B9. The firm should include undertaking that the concessional GST as per the Notification No. 45/2017 and 47/2017-Central Tax (Rate) Dt. 14th November, 2017, issued by the ministry of Finance Department of Revenue of Govt. of India will be acceptable, if applicable on the items in the tender.
- B10. The tenderers are requested not to attach any additional paper more than requested in the terms and conditions.

Terms and Conditions:

1. The bids should be uploaded on to the e-procurement website (<https://eprocure.gov.in>) within 10 days of the date of the advertisement (latest by 19th June 2018). The Bidders/Vendors are advised to follow the instructions provided in the 'Instructions for Online Bid Submission' for the e-submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app>.
2. Quotations have to be submitted in two bid systems (Technical and financial). The First part 'Technical bid', should consists of all technical details and supporting documents with terms and conditions. A compliance sheet (in the attached format; Annexure I) must be filled by the vendor against each point and giving reference of the same (page no., line no.) in the supporting company brochure/document.
3. The second part 'Financial bid', should contain item-wise pricing of items mentioned in the technical bid. The Financial Quotations should contain price of the equipment, discount if any, packaging and forwarding charges, Air Freight and insurance charges (in the attached format; Annexure II). The price quoted should be F.O.R destination price in INR against customs duty exemption certificates/GST exemption certificates would be provided by the buyer and inclusive of standard installation.
4. **Manual bids shall not be accepted. Do not submit manual bids by hand.**
5. Payment will be made by RTGS mode within 30 days of satisfactory installation of the Printer by the supplier/the manufacturing company. The supplier/OEM will be responsible for the installation and providing service support during the warranty period.
6. The quote should be valid for 90 days from the due date. The quoted price of the additional cartridges and toner and other essential consumables should be valid for 1 year, and a separate comparison will be prepared.
7. Authorization certificate from the manufacturer should be attached. The certificate should indicate about the responsibility during the warranty period.
8. The institute reserves the right to order equipment with better quality and suitability over lower price and to accept or reject any or all quotations without assigning reasons thereof. The tender may also be cancelled without providing reasons.
9. EMD of Rs. 2000 (two thousands only) **payable to "Director, UDSC"** at New Delhi, **in the form of bank draft /bankers cheque/ bank guarantee in a sealed cover with tender number mentioned** should reach **Professor Vijay K Chaudhary**, Director, CIIDRET, University of Delhi South campus, First Floor Engineering Department Building, New Delhi-110021 before the end date and time of bid submission. The tender without EMD will not be considered. Bidder, however have to attach scanned copies of EMD proof along with their e-tender.
10. For any query, please contact Professor Vijay K Chaudhary, Director, CIIDRET, University of Delhi South campus at 24115863/vkchaudhary@south.du.ac.in.


Professor **Vijay K Chaudhary**
Director, CIIDRET

Annexure I

Format for technical compliance for Multifunction color printer

| S. No | Specification | % Compliance (describe deviation) | Reference of the specification (page no., line no. in the product catalogue) |
|---|---|--|---|
| A1. | The machine should allow up to A4/legal size printing at a printing speed of 30 ppm for color and black and white in letter size and 28 ppm for color and black and white in A4 size. | | |
| A2. | The machine should allow two-sided printing. | | |
| A3. | The machine should allow single pass feeding of papers for two-sided scanning. | | |
| A4. | The machine should have automated document feeder allowing custom paper size of 5.5 x 5.5 in. to 8.5 x 14 in. (i.e. 139.7 x 139.7 mm to 216 x 356 mm). | | |
| A5. | The machine should have 1 bypass tray allowing paper feed of custom sizes from A6, A5 to A4, legal (i.e. 76 x 127 mm to 216 x 356 mm) and 1 main tray allowing paper feed of custom sizes as above. | | |
| A6. | The machine should accept papers of different textures including Bond paper, Plain Paper, Card Stock, Custom, Envelopes, Glossy Card Stock, Hole Punched, Labels, Letterhead, Lightweight Card Stock, Lightweight Glossy Card Stock, Pre-Printed, and Recycled. | | |
| A7. | The machine should allow printing at resolution of 1200 x 2400 dpi | | |
| A8. | The machine should allow copying at resolution of 600 x 600 dpi | | |
| A9. | The machine should allow scanning at optical resolution of 600 x 600 dpi. | | |
| A10. | The machine should allow scanning directly to email or network or into USB device along with data saving at multiple destinations in a single scan in JPG, TIFF, PDF formats. | | |
| A11. | The machine should have a processor of 1.05 Ghz and Memory of at least 2 GB. | | |
| A12. | The machine should be compatible for 10/100/100 Base-T Ethernet and should carry USB 3.0 port. | | |
| A13. | The machine should be compatible with Page description languages including Adobe PostScript, PCL, PDF, and TIFF. | | |
| A14. | The machine should be compatible with Apple computers. | | |
| A15. | The print technology should be based on separate toner and drum. | | |
| Additional eligibility criteria: | | | |
| B1. | The model of the quoted machine should be mentioned. | | |



| | | | |
|------|---|--|--|
| B2. | The quotation should comprise warranty of 3 years on all parts except consumables. Also specify as to who will provide the warranty coverage; supplier/manufacturer. | | |
| B3. | The quotation should include the cost of three Black Toner Print Cartridges (capacity approx. 5000 pages at 5% coverage) and One Print Cartridges each for Yellow, Cyan and Magenta (each with capacity of approx. 4,000 pages). The quotation should carry the part no. of the cartridges. | | |
| B4. | The cost of the machine including the total cost of Print cartridges (without applicable taxes) will form the basis of comparison. | | |
| B5. | In addition, all the consumable items (toner Print Cartridges, drum, waste not covered under comprehensive 3 years warranty) should be quoted separately with price valid for one year. | | |
| B6. | It may be noted that the Institution is eligible for concessional GST. The price quote should keep this in the view. Therefore, quote price without GST, and the GST will be paid as applicable. If we would pay concessional GST, appropriate certificate will be provided. | | |
| B7. | The distributor should attach original manufacturer's authorization certificate. | | |
| B8. | The applicable taxes/duties should be mentioned at the current prevailing rates keeping in view the current exemptions for the University of Delhi. | | |
| B9. | The firm should include undertaking that the concessional GST as per the Notification No. 45/2017 and 47/2017-Central Tax (Rate) Dt. 14 th November, 2017, issued by the ministry of Finance Department of Revenue of Govt. of India will be acceptable, if applicable on the items in the tender. | | |
| B10. | The tenderers are requested not to attach any additional paper more than requested in the terms and conditions. | | |
| | Model No | | |



Annexure II

Format for Price Bid for the supply of Multifunction color printer

| S. No. | Item | Price (Rs.)* |
|--------|---|--------------|
| 1. | Cost of multifunction color printer (Model/part No) with 3 years warranty | |
| 2. | Black Toner Print Cartridges (Part No) specify capacity 3 nos | |
| 3. | Yellow Toner Print Cartridges (Part No), specify capacity 1 nos | |
| 4. | Magenta Toner Print Cartridges (Part No), specify capacity 1 nos | |
| 5. | Cyan Toner Print Cartridges (Part No), specify capacity 1 nos | |
| | | |
| | Total (without Tax) | |
| | Tax (rate) | |
| | Total with Tax | |

Price Bid for the supply of Print Cartridges for Multifunction color printer

| S. No. | Item | Price (Rs.)* |
|--------|--|--------------|
| 1. | Black Toner Print Cartridges (Part No) specify capacity | |
| 2. | Yellow Toner Print Cartridges (Part No), specify capacity | |
| 3. | Magenta Toner Print Cartridges (Part No), specify capacity | |
| 4. | Cyan Toner Print Cartridges (Part No), specify capacity | |
| 5. | Additional item | |
| | Additional item | |

***All cost should be without added Taxes.** It may be noted that the University of Delhi is eligible for both concessional GST and concessional Custom duty. However, the applicable taxes/duties should be mentioned at the current prevailing rates keeping in view the current exemptions for the University of Delhi.

