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# KIRORI MAL COLLEGE LIBRARY

(UNIVERSITY OF DELHI)

DELHI - 110 007

Dated .....

## TENDER NOTICE FOR I – CARD PRINTER WITH CHIP ENCODER FACILITY

Sealed tender is invited for I – CARD PRINTER WITH CHIP ENCODER FACILITY on the specific format available on the college website: [www.kmcollege.ac.in](http://www.kmcollege.ac.in) and University of Delhi website: [www.du.ac.in](http://www.du.ac.in) . The tender should reach latest by 12/04/2017 on or before 1.00 p.m.

*Agam Kumar Jha*  
Convenor

*Dr. J. H.*  
Principal

Library Committee

**OFFICE OF THE PRINCIPAL, KIRORI MAL COLLEGE (UNIVERSITY OF DELHI)**

Tel No. 01127667861

Email: [actingprincipal@kmcollege.ac.in](mailto:actingprincipal@kmcollege.ac.in)

Website:- [www.kmcollege.ac.in](http://www.kmcollege.ac.in)

**TENDER NOTICE**

TENDER NO: Library/1/2017/2 \_

Tender enquiries are invited from the firms of repute with past experience in the field and having sound financial capability for the execution of work of the following description. The tender complete in all respects should be submitted before, the last date and time mentioned below:-

**Sub: Purchase/Supply of 1 no. of I-Card Printer with CHIP ENCODER FACILITY as per details below:-**

S N	Name of Item	Quantity	Specifications
1	I-CARD PIRNTER WITH CHIP ENCODER FACILITY	1No.	It should be reputed brand and mentioned in the Annexure III.

Estimated cost : Rs. \_\_\_\_\_/- + applicable VAT

EMD : Rs. 10,000/-

Last date for Purchase of the tender	10.04.2017 up to 12.30 PM
Last date and time for submission of Bid	12.04.2017 up to 01.00 PM
Opening date of Technical Bid	17.04.2017 at or after 01.15 PM
Opening Financial Bid of the successive firms	18.04.2017 at or after 04.0 PM
Last date for submission of tender	12.04.2017 up to 01.00 PM

Tender enquiries are invited from eligible firms for the aforesaid subject. The tender completed in all respect should be submitted before, the last date and time mentioned as above.

The tender document can be collected from the office of the Principal, Kirori Mal College, University of Delhi, Delhi – 110007 after payment of Rs. 1000/- (Rupees One Thousand only) as demand draft w.e.f. 23.03.2017 to 10.04.2017 (except Saturday & Sunday) between 10:00 am to 03:00 pm. The term and condition, Tender documents can also be seen on website [www.kmcollege.ac.in](http://www.kmcollege.ac.in)

## **INSTRUCTION TO BIDDERS/TENDERERS:**

### **1.0 SCOPE OF BID:-**

1.1 The Principal, Kirori Mal college, University of Delhi, Delhi (herein after referred to as the purchaser) wishes to receive the item wise bids for supply & delivery of goods as described in these documents (hereinafter referred to as the goods).

1.2 The Successful tenderers / bidders will be expected to manufacture & supply the goods, within the specific period.

1.3 All bids shall be completed in accordance with the instruction to bidders.

### **2.0 COST OF BIDDING:**

2.1 The bidder shall bear all costs associated with the preparation & submission of the bid & the purchaser will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

### **3.0 EMD:**

3.1 The Earnest Money Deposit of Rs.10, 000/- (Rupees Ten Thousand only) by way of D.D. only drawn in favour of "Principal, Kirori Mal College" payable at Delhi shall be submitted along with Bid. The offers without EMD will be rejected. However, there exemption of EMD applicable to the units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC) or the concerned Ministry or Department as defined Rule of General Financial Rules (GFR) 2017. A copy of valid certificate shall be enclosed along with the bid for availing EMD exemption.

3.2 Any bid not secured with EMD (Bid Security) will be liable for rejection by the College.

3.3 The successful Bidder's bid security shall be discharged, upon the Bidder executing the contract & furnishing the security deposit.

### **3.4 The EMD (Bid Security) may be forfeited:**

- a) If a Bidder withdraws or modify its bid during the period of bid validity specified by the Bidder on the Bid form for price submission. Or
- b) In the case of a successful bidder fails to furnish the Security Deposit in time OR
- c) In case of Successful bidder not executing the order in full

### **4.0 PERIOD OF VALIDITY OF BIDS:**

4.1 The Bid shall remain valid for 120 days from the date of Bid opening (Price Bid). A Bid valid for a shorter period may be rejected by the purchaser as non-responsive.

### **5.0 SUBMISSION OF BIDS:**

5.1 The Tender should be submitted in the prescribed tender form at [www.kmcollege.ac.in](http://www.kmcollege.ac.in) a portal of college, after going through the prescribed terms and conditions.

5.2 Only the physical EMD, technical and Financial be put in tender box placed near the Principal Office on or before the date of closing of tender.

5.3 The rates (Financial/price bid) of the items should be quoted in a separate envelope and mentioned on the envelope “ FINANCIAL BID”

5.4 Any bid/samples received after the prescribed deadline given by the purchaser will not be considered and rejected summarily.

## **6.0 BID OPENING:**

6.1 The purchaser will open the physical bid containing the EMD & Technical Bid of the participated firms.

6.2 The price bid / financial bid of only those tenderers shall be considered who are eligible and have qualified in their technical bid and whose samples are short-listed for purchase.

6.3 The Purchaser will examine the Bidder’s Technical Submission in accordance with the Criteria for qualification laid down in the Tender Notice.

## **7.0 TENDER EVALUATION:-**

The evaluation of the tender involves two stages scrutiny:

- (a) Technical Bid
- (b) Financial Bid

Technical Bid should contain the Earnest Money (EMD) of Rs.10,000/- (Rupees ten Thousand Only) in the form of DEMAND DRAFT from a Nationalized Bank in the name of, “Principal, Kirori Mal College” payable at Delhi, *which should remain valid for a period of 120 days beyond the final validity period of bid (i.e. 90 + 45 = 135 days). The bid should also contain the experience of the supply by the supplier of the items.*

FINANCIAL BID should contain the prices of the respective items inclusive of all taxes & duties.

Rates should be **quoted in Indian Currency** in words & figures only.

**Convenor**

**Principal**

**Library Committee**

**Kirori Mal College**

## **8.0. DOCUMENTS TO BE SUBMITTED**

- (i) Original of EMD as demanded in the NIT.
- (ii) Copy of certificate regarding non-depositing of EMD and registration status etc. if exemption is claimed.
- (iii) Copy of certificate showing the status of the firm on its letterhead (i.e. whether it is company, partnership firm or proprietorship firm)
- (iv) Copy of PAN number.
- (v) Copy of CST/VAT/TIN registration certificate.
- (vi) Copy of filing of latest VAT Return.
- (vii) Undertaking of Non-blacklisting/debar from any Govt. Deptt., PSU's, and Autonomous Bodies etc.
- (viii) Signed copy of the acceptance of Terms and Conditions of NIT mentioned in Annx-II.
- (ix) Document mentioning therein the Guarantee/Warranty of the product/item.

## **9.0 PURCHASER'S RIGHT TO VARY QUANTITIES AT THE TIME OF PLACEMENT OF ORDER AND SPLITTING OF THE QUANTITY:**

The purchaser reserves the right at the time of placement of order to increase or decrease the quantity of Goods and also reserve the right to split the required quantity to more than one firm.

## **10.0 PURCHASER'S RIGHT TO ACCEPT ANY BID & TO REJECT ANY OR ALL BIDS:**

10.1 The purchaser reserves the right to accept any bid & to annul the bidding process and reject all bids at any time prior to placement of order without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected bidder or Bidders of the grounds for the above action.

## **11.0 TERMINATION OF CONTRACT / ORDER :**

11.1 The purchaser may, without any prejudice to any other remedy for breach of contract written notice of default, sent to the Supplier terminate the contract / order in whole or in part any time of convenience. Any unexcused delay, by the Supplier in the performance of its delivery obligations shall render the supplier liable to the termination of the contract/order for default.

### **GENERAL TERMS & CONDITIONS**

1. The agency should quote for all the items of the tender otherwise his tender is liable for rejection.
2. The Physical (EMD) complete in all respect be put only in tender box placed near Principal" Office, Delhi on or before 12.04.2017 at 1.00 P.M.
3. The financial bid of only those tenderers shall be considered who are eligible and have qualified in their technical bid and whose samples are short-listed for purchase.
4. Any person who is in government service or an employee of this department should not a partner/associated in any manner with the tenderer directly or indirectly in any manner whatsoever.
5. In case the emd of bidder is lying in this department for any previous successful or unsuccessful tender, the said emd shall not be considered while evaluating this tender. Only the bids with fresh emd shall be considered. The date of emd should be post publication date. The emd having pre publication date shall not be considered.
6. The goods, including for works contract, shall be supplied by bidder or its authorized distributor in Delhi and against a sale invoice issued from Delhi. The delivery of goods shall also be made from Delhi. The bidder dealer or its authorized distributor, as the case may be, who supplies the goods should be registered with the Delhi VAT Department and carry a valid Tax Identification Number issued by it. The bidder shall, however, be responsible for compliance with all conditions, warranties/guarantees, irrespective of the fact that the goods are supplied by him directly or through its authorized distributor. Further, the quoted bid price in the tender shall be inclusive of all taxes and duties.
7. The successful tenderers are bound to supply the articles strictly as per approved sample as well as in terms of supply order.
8. The PAN number should be in the name of firm/company proprietorship failing which Tax at Higher Slab @ 20% in terms of Section 206AA of Income Tax Act shall be deducted.
9. The firm will supply only ISI marked product which have been notified by the Bureau of Indian Standard (BIS), wherever applicable.
10. Rates should be quoted itemwise in tender inclusive of all applicable taxes and duties.
- 11.No payment will be made in advance to the tenderers. The payment will be made as to the satisfaction of this department and only after receiving the goods in complete and good condition.
- 12.The rates as well as supply should be F.O.R. or as directed by this office. No cartage/transport charges will be paid extra.

13. The Tenderers will furnish warranty/Guarantee against manufacturing defects at least for minimum period of one year and must mention the said period in the Technical Bid.
14. The Purchase Committee in its discretion may reject or accept any or all the quotations/tenderers at any time without assigning any reasons.
15. The firm should not have been ever be blacklisted by any Govt. Department/Semi Govt. If any proof of blacklisting is found against the tenderer/firm at any time during period of contract/purchase, the whole claim or part thereof as decided by this department may be forfeited without assigning any reason.
16. When any working day is declared a holiday then the tenders will be opened on the next working day.
17. In case item used is found below the standard and not according to the specifications/sample, the Purchase Committee reserves the right to forfeit the whole claim or part thereof. The decision of Purchase Committee will be final in this regard.
18. The Purchase Committee reserves the right to terminate any contract at any time before the expiry of the period covered under the contract without assigning any reason thereof and without incurring any liability.
19. The College may waive any minor infirmity or non conformity or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any bidder.
20. In case of dispute the decision of Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier.
21. The respective EMD/bid security submitted by the successful firm would be returned to them with the condition to submit the performance security in terms of rules as laid down in the General Financial Rule 2017 in the form of Account Payee Demand Draft. The said performance security should remain valid for a period of 120 days beyond the date of completion of all contractual obligations of the suppliers including warranty obligations.
22. The term risk and the cost would mean to include additional costs incurred towards the articles, goods etc. and also the cartage/transport charges thereon to be borne by the contractor/supplier and the payment deducted from amount due for unaccomplished contract/supplies.
23. The extra expenditure incurred by the Purchase Committee shall be deducted from the security deposit and the balance will be recoverable from the contractor/supplier as arrears of land revenue. The Purchase Committee further reserves right to impose cost & liquidated damages as it thinks fit for any delay/defective work or material etc.
24. In case of any dispute, Delhi Courts alone would have the jurisdiction.

25. The tenders who do not comply with any terms & conditions are liable to be rejected.

26. It will be at the discretion of the Purchase Committee to make inquiries either itself or through any other officer/officials of this office to judge the suitability & capability of any firm/tenderer and its decisions to enter into a contract with any tenderer would be final.

27. No attempt shall be made to meet any member/Chairman of the Committee to influence their decision at any stage.

28. The purchase committee reserves the right to waive or alter any of the General Terms & conditions if it finds sufficient reasons to accept a tender having regard to the price, quality, standing of the tenderer in the market and other relevant conditions.

29. Random checking of the sample/supply of the articles will be done at the cost of supplier as per rules and the sample so used/damaged in the random checking should be replaced by the supplier.

30. The aforesaid conditions shall be accepted unconditionally and acceptance should be given in annexure-I. Non-compliance of the same would render the tender to be rejected out rightly. The tender form must be accepted unconditionally and any other counter terms & conditions by a firm would not be accepted / entertained in any case and the same may be rejected by the Purchase Committee without assigning any reason.



**OFFICE OF THE PRINCIPAL, KIRORI MAL COLLEGE**

**(UNIVERSITY OF DELHI)**

Sub: Purchase/Supply of 1 no. of I-Card Printer with CHIP ENCODER FACILITY

**Acceptance of Terms & Conditions**

1. All Terms & Conditions of NIT are acceptable to me/us. I/We bound myself/our self to abide by the same.
2. I/we hereby certify that I/we have gone through the terms & conditions and undertake to comply with the same.

Signature of owner/partner/authorized signatory  
with address & telephone no.  
with seal of the firm/company & Date

witnesses:-

1.

2.

**OFFICE OF THE PRINCIPAL, KIRORI MAL COLLEGE**  
**(UNIVERSITY OF DELHI)**

Sub: Sub: Purchase/Supply of 1 no. of I-Card Printer with CHIP ENCODER FACILITY

**DETAILS OF TENDERER/BIDDER**

SN		
1.	Name(s) & Address(s) of partnership firm/proprietorship firm/ Company	
2	Name(s) & Address(s) of the Partner(s)/Proprietor(s)/Director(s)	
3.	Telephone Nos. & Email ID	
4.	The details of registration(s) viz :-	
(a)	Sales Tax / TIN No	
(b)	PAN Number	
5.	EMD details (Amount, name of the Bank Branch, no. and Date).	

(Signature of Authorized Person)

Name :-

Designation :-

Business Address :-

Seal

**Silent Features:-**

- Lifetime Print head Warranty
- Numerous Security Features such as UV, Machine code, Security Erase etc.
- Over the Edge Printing (100% Coverage, No Blank Edge)
- Glossy photo finish quality
- Hi-Tech Printer for tamper-resistant ID Card
- Electronic & Physical Locks
- IPSEC feature for encrypted data transfer
- Print Method : Dye-sublimation retransfer
- Printer head : Lifetime warranty (Using EDI secure materials)
- Printing Mode : Portrait mode
- Print Module : Single- or double-side(optional)
- Print Resolution : 300dpi
- Print Speed : Up to 120 cards per hour (single-sided)
- Card Types : PVC, Composite PVC, ABS,PET and Polycarbonate Cards if ISO ID – 1/CR-80
- Size (85.60x 53.98 mm)
- Card Thickness :
- 0.25 – 1.02 mm (hopper adjustment required)
- Consumables :
  - YMCK color Ribbon – 1000images
  - YMCK-UV Color Ribbon -750 images
  - YMCKK color Ribbon-750 images
  - YMCK-POcolor Ribbon750 images
- Retransfer Film - 1000 images
- Interface : USB 2.0 and Ethrnet
- Operating System Support : Windows 7, 8, 10 (32 & 64 bit)
- Encoding Module:
  - Contact Chip: 64k

**SCHEDULE OF REQUIREMENT & SPECIFICATIONS**

Sub: Purchase/Supply of 1 no. of I-Card Printer with CHIP ENCODER FACILITY

SN	Name of Item	Quantity	Specifications
1	I-CARD PRINTER WITH CHIP ENCODER FACILITY	1 no.	It should be reputed brand and mentioned in the Annexure III.