



राष्ट्रीय विज्ञान शिक्षा एवं अनुसंधान संस्थान, भुवनेश्वर
(परमाणु उर्जा विभाग, भारत सरकार का एक स्वयं शासित संस्थान)
NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH, BHUBANESWAR
(AN AUTONOMOUS INSTITUTE UNDER DEPT. OF ATOMIC ENERGY, GOVT. OF INDIA)

NIT LIMITED NO. NC-000093-PHY-16-17

MULTIFUNCTIONAL HEAVY DUTY DIGITAL COPIER/PRINTER/SCANNER

NATIONAL INSTITUTE OF SCIENCE EDUCATION & RESEARCH
JATNI CAMPUS, P.O.: BHIMPUR-PADANPUR, VIA:-JATNI
Khurdha-752050
Tender Notice No. NIT Limited NO. NC-000093-PHY-16-17

Sealed Tenders are invited on behalf of the Director, National Institute of Science Education and Research, Jatni from the manufacturers (Indian or Foreign) and their authorised reseller/Indian agent only for supply & installation of the following item:-

Sl. No.	Name of the Items	Name of Department	Indent No.	Unit Qty.	EMD in INR
01	Multifunctional heavy duty digital copier/printer/scanner	School of Physical Science	NC-000093-PHY-16-17	1 No.	10000.00

NB: PARTY REGISTERED WITH SSI/DGS&D/DAE AND FOREIGN PARTIES QUOTING DIRECTLY ARE EXEMPTED FROM PAYEE EMD.

EMD IN FORM OF DEMAND DRAFT SHOULD BE PREPARED IN FAVOUR OF FINANCE OFFICER, NISER AND PAYABLE AT JATNI.

Detail Tender Document can also be downloaded from the NISER web-site address: www.niser.ac.in directly.

NISER reserves the right to accept or reject any or all the Tenders without assigning any reason.

Terms & Conditions: -
As per attached sheet

Yours faithfully,

Stores & Purchase Officer

PART – 1
TERMS & CONDITIONS
FOR SUPPLY AND INSTALLATION
OF
MULTIFUNCTIONAL HEAVY DUTY DIGITAL
COPIER/PRINTER/SCANNER
FOR
NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH, JATNI

PART – 1
TERMS & CONDITIONS

1. Sealed tenders are invited for supply and installation of Multifunctional heavy duty digital copier/printer/scanner in the National Institute of Science Education and Research. The tender document consists of the following two parts.

Part-1: “TERMS & CONDITIONS” & “TECHNICAL BID” of the tender.

Part-2: “FINANCIAL BID” of the tender.

2. The bidder must attach the at least 03 Purchase Order copy for Supply & Installation of above equipments during the last 01 financial years in State Government or Govt. of India Department(s) /Reputed Organisation(s) (in Nos. and Value). Please attach a list of clients.
3. The bids submitted by the vendors should be valid for a minimum period of 90 days from the date of the opening of tender and the prices should be valid till execution of purchase agreement.
4. The sealed envelope containing “The Bid” on prescribed tender document of the NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH should reach the Stores & Purchase Officer, National Institute of Science Education and Research, Jatni on or before **25.07.2016** up to **5:30 p.m.** otherwise the tender will not be accepted.
5. The sealed envelope of the bidders shall be opened on **26.07.2016** at **10:30 A.M.**
6. For further information/clarification in this respect, please contact Dr. Subhasis Basak on e-mail sbasak@niser.ac.in. Only e-mail inquiries will be entertained.
7. The supply and installation of the above equipments shall be made by the vendor within 4 -6 weeks from the date of issue of the purchase order.
8. All the items to be supplied should be new, of good quality and standard and as per the technical specifications mentioned in technical bid document.
9. Discount: Any conditional discount will lead to the rejection of your tender.
10. The vendor will provide operational manuals, documents for peripherals, set of diagnostics to test all the sub-systems etc. along with the systems.
11. The installation of above equipments will be at the National Institute of Science Education and Research, Jatni.

12. The vendor has to give undertaking that he will reinstall the equipment supplied by him at our new campus at Jatni free of cost as and when the institute is shifted to Jatni campus.
13. The prices quoted in the technical/financial bid should be inclusive of power cables, interface cables, packing, forwarding, freight upto NISER, Jatni, transit insurance and installation charges at sites. Excise duty and trade tax if applicable should be quoted separately at the appropriate columns provided for them in the technical/financial bid (NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH is exempted from Excise Duty). In case of import the NISER will arrange the clearance from Kolkata Airport. All the expenses, like Import duty, Entry tax, and insurance will be added in your cost to calculate landed cost. (NISER is exempted from Custom Duty. The present rate is approx. 5.13%).
14. In case, excise duty and/or trade tax/sales tax are reduced or increased subsequently by the Government at the time of placement of the purchase order or delivery, then the same will be adjusted by either party on production of requisite proof.
15. Payment for the items to be supplied by the vendor against the purchase order shall be made by NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH as follows:-

100% payment will be made within 45 days from the date of submission of all relevant documents required to release the payment.

The tenderers who are not agreeing to above payment terms, are requested not to submit their tender otherwise their EMD will be forfeited.

16. The equipments will carry three years on site comprehensive warranty. Warranty period will start from the date of successful installation of all the items at site.
17. Parties should specify the make and model of each Item along with all other details.
18. The tender must be submitted on the prescribed tender document issued by the NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH. Any other technical details required to supplement the information quoted in the prescribed tender document may please be attached separately. The information asked in the tender document should be given at the place provided for it in the tender document. The tenders in which information is not given at the place provided for it or not in the similar format given in the tender document may be rejected.
19. Printed conditions of the vendor submitted with the tender will not be binding on NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH.
20. The documents containing bids shall be free from cutting and erasures. However, alterations, if any, in the tender should be attested properly by the bidder, failing which the tender is liable to be rejected.
21. The tenders submitted by telex/telegrams/fax/email will not be considered. No further correspondence will be entertained on this matter.
22. NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH will not be responsible for any delay in obtaining the tender document by the vendor from NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH or submission of the completed tender document to NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH.

23. The registration number of the firm along with the CST/VAT No. allotted by the sales tax / trade tax authorities and I.T. registration number (P.A.N.) along with the place of registration should invariably be given along with the technical bid.
24. Tender not conforming to any or all the above terms and conditions will be rejected.
25. Incomplete tenders are liable to be rejected.
26. NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH reserves the right to increase/decrease the specified quantities of any item(s) given in the tender.
27. NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH reserves the right to reject any or all the tenders without assigning any reason whatsoever. NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH would not be under any obligation to give any clarifications to those vendors whose tenders have been rejected. The decision of Director, NISER is final and binding in case of any dispute arising out of this contract between both the parties.

(Deepak Srivastava)
Stores & Purchase Officer

DECLARATION BY THE VENDOR

It is hereby declared that I/We the undersigned, have read and examined all the terms and conditions etc. of the tender document for which I/We have signed and submitted the tender under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me/us and I/We will abide by the conditions from serial no. 1 to 27. This is also certified that I/We/our principal manufacturing firm have no objection in signing the purchase contract if the opportunity for the supply of the items against this tender is given to me/us.

Date:

Signature:

Address:

Name:

Designation:

On behalf of:

(Company Seal)

To,

The Finance Officer
NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH
Jatni Campus, P.O.- Jatni
Khurda– 752050, Odisha

Ref: Tender ref. no.: _____ dated. _____

Sub: Refund of EMD

Dear Sir,

We have deposited EMD of Rs. _____/- vide D/D No. _____
dated. _____ of _____ (name of the
issuing Bank) against above mentioned tender. Since our tender has not being
qualified, we request to release our EMD.

Yours faithfully,

Signature of the Authorised Signatory
(with Company Seal)

Our addressed is verified as below:

M/s. _____

Pin Code: _____

Phone No.: _____

**SUPPLY AND INSTALLATION
OF
MULTIFUNCTIONAL HEAVY DUTY DIGITAL
COPIER/PRINTER/SCANNER
FOR
NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH, JATNI
TECHNICAL SPECIFICATION**

S. No.	Item Specification	Offered specification with Make & Model No. please specify any deviation if any. Please attach separate sheet if required
(1)	(2)	(3)
	MULTIFUNCTIONAL HEAVY DUTY DIGITAL COPIER/PRINTER/SCANNER (NC-000093-PHY-16-17)	
	<p>Item Specification:-</p> <p><u>Multifunctional heavy duty digital copier/printer/scanner</u></p> <ul style="list-style-type: none"> • Printing/Copying Speed : 50 PPM or above • Memory/ HDD capacity : 1GB / 40GB or above • Scanning Speed : 50 Original Per Minute • Resolutions : 600dpi or above • Original Size : A5-A3 • Zoom Range : 25-400% (in 1 step) • Paper Weight : Paper Tray/Duplex Tray : 60-220 g/m² • Bypass Tray : 52-200 g/m² • Power Consumption : Operation : Max. 1.5KW • Paper Tray Capacity : 2 x 500 Sheets – 1 Bypass Tray x 100 Sheets <p><u>Tentative Models:</u></p> <ul style="list-style-type: none"> • SHARP AR-M560N (56 ppm MFP), KYOCERA TASKalfa 5501i (55 ppm MFP), Canon Image Runner 1750i printer/copier/scanner 50 ppm printer/copier or equivalent 	

Note: - Parties must mention make & model no. of the equipment offered by them, with detailed specification (on separate sheet). Otherwise their tender will not be accepted.

FINANCIAL BID
FOR SUPPLY AND INSTALLATION OF
MULTIFUNCTIONAL HEAVY DUTY DIGITAL
COPIER/PRINTER/SCANNER

FOR
NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH,
JATNI

Sl. No.	Systems	Approx. Qty.	Unit Price including all taxes, freight, Insurance and Entry Tax (delivered at NISER, Jatni Campus) service charges, installation and warranty charges in INR
(1)	(2)	(3)	(4)
01.	Multifunctional heavy duty digital copier/printer/scanner NC-000093-PHY-16-17 Detailed technical specification as per technical bid	1	
02.	Above item should carry three years onsite comprehensive warranty onsite full comprehensive free warranty. In case the tendered provide warranty less than 03 year then he has to give justification for lesser period of warranty. Without justification his tender is liable to be rejected.		

ALL ABOVE ITEMS ARE ON 3 YEARS ONSITE FULL COMPREHENSIVE FREE WARRANTY.

Date:

Address:

(Company Seal)

Signature:

Name:

Designation:

On behalf of:

**NATIONAL INSTITUTE OF SCIENCE EDUCATION & RESEARCH
JATNI CAMPUS, P.O.: BHIMPUR-PADANPUR, VIA:-JATNI
KHURDA-752 050**

Tender Notice No. NIT Limited No. NC-000093-PHY-16-17

CHECK LIST

Your bid should accompany with following documents. Please enclose the required document and put (√) mark in the check list where ever applicable.

Sl. No.	Description of Documents	Enclosure
1.	EMD	Yes / No
2.	Acceptance of Declaration by the Vendor enclosed with terms & conditions	Yes / No
3.	Duly filled EMD refundable sheet (if EMD is there)	Yes / No
4.	At least 03 Purchase Order copy for Supply & Installation of above equipments during the last 01 financial years in State Government or Govt. of India Department(s) /Reputed Organisation(s) (in Nos. and Value). Please attach a list of clients.	Yes / No
5.	Trade Tax / Sales Tax Registration no. with Place	Yes / No
6.	Income Tax Registration no. with place	Yes / No
7.	Detailed technical description of the item	Yes / No
8.	Detailed filled Financial Bid	Yes / No
9.	Authorisation letter in letter head duly signed by the authorised signatory for allowing your representative to attend the tender opening meeting.	Yes / No

Signature of the Authorised Signatory with Date
(with Company Seal)