

On behalf of INDIAN INSTITUTE OF INFORMATION TECHNOLOGY & MANAGEMENT – KERALA (IIITMK), the Registrar invites offers for the supply & installation of Colour LaserJet Printer (1 no) with following specification from experienced and qualified vendors.

Specification

Item/Description
Color Laser Computer Printer : Specifications
Multifunctional : Print-Copy-Scan-Fax /
Print Technology : Laser
Print Speed : 20 ppm approx.
Resolution Color 600x600 dpi /
Memory 256 MB RAM (Minimum)
Automatic Duplexing
Connectivity : USB, Fast Ethernet / Wireless / Network Ready (Ethernet, Wi-Fi)
Mobile Printing Capability
Graphic Features (Desirable) for printing Power Point Handouts & Brochures
Paper Handling : Input -250 sheets ; Output – 100 sheets
Page Volume : 150-2500 pm (approx)
Replacement Cartridges : 4 (Black, Cyan, Magenta, Yellow)
Media sizes supported : Letterhead, Legal, Executive , A4-A6, B5-B6, Envelope, etc.
Media Types supported : Paper (Bond, Brochure, Glossy, Colored, Letterhead), Transparencies, Labels, Envelopes, etc.
OS : Windows & Linux Compatible
Warranty: not less than one year.

Terms & Conditions

- Item offered must be standard, branded and of reputed make.
- Replacement/Warranty/guarantee terms of the product offered should be minimum One year
- Materials must be properly packed against any damage and insured except where hand delivery is proposed.
- Delivery / installation at the store should strictly be completed within the stipulated period of delivery i.e. three weeks
- Supplier will have to pay penalty on non-delivery after expiry of delivery date @ 0.5% per week subject to maximum of 10%.
- Supply at IIITM-K, Technopark, Karyavattom, Trivandrum
- Technical literature/ hand book /data sheets if any etc. must be sent along with the bid.
- Equipment must be provided with the stipulated guarantee against manufacturing and functional defects and the date of warranty shall commence from the date of acceptance/ taking over in good condition.
- Equipment supplied will be subjected to performance tests and in case the articles do not function / reach the expected standard, the suppliers are liable to replace the items free of cost at site. Cost of returning faulty goods will be to supplier's account.
- Prompt and efficient after sales service must be rendered free of cost within the guarantee period by the supplier.

- If any equipment or part thereof is lost or found defective during transit, the supplier shall immediately arrange for the supply of the equipment or part thereof as the case may be.
- IIITMK reserves the right to cancel the order in case the materials are not supplied within the stipulated period or non - fulfillment of contractual obligations.
- IIITMK shall make payment within 30 days of satisfactory installation and acceptance of the items supplied and issue of warranty certificate. Any condition for payment of advance shall not be acceptable to IIITMK. In case of any defects to the materials supplied by the bidder, it should be replaced prior to release of the payment.
- Warranty/ Support: The items dispatched by the schedule of requirement shall carry warranty as per manufacture's policy from the date of acceptance of the items by IIITMK. Warranty shall include free maintenance including free replacement of parts. The defects, if any, shall be attended to on immediate basis but in no case any defect should remain unattended for more than 48 hours. The defects, if any, during the guarantee/ warranty period are to be rectified free of charge by arranging the replacement wherever necessary.
- Quoted rate: The quoted rates shall be inclusive of all taxes and also the bidder shall include charges like GST, freight, handling, loading, unloading, insurance premiums and placement at the facility and commissioning and installation, and two days training for three persons and this shall remain firm throughout the contract period. No compensation will be paid in case of any upward revision in the statutory taxes and levies or introduction of new taxes and levies.
- Firm period of Tender will be 90 days from the date of notification.
- Last date of receipt of filled in Quotations is 28/12/18, 3 pm & Bid opening on the same day at 4 pm
- IIITMK reserves the right to accept any quotation and to reject any or all quotations.

Place: Technopark

Date: 18/12/18

Registrar

IIITM-K

Technical Bid

Tender Enq. No._____

Item/Description	Compliance (Yes/No)
Color Laser Computer Printer : Specifications	
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OS : Windows & Linux Compatible	
Warranty: not less than one year.	

IIITM-K
Financial Bid
Tender Enq. No._____

Total amount for providing **Colour LaserJet Printer (1 no)** at IIITM-K as per the terms and conditions contained in the Tender document shall be Rs._____ Rupees._____) including all taxes.

[To be submitted in letter head of the supplier]

TENDER FORM

To,
The Director
IIITMK, Technopark Campus,
Karyavattom PO
Trivandrum 695581

Dear Sir,

Sub: Bid form
Ref: IIITMK/ 0655 /18

1. Having examined the conditions of tender contract, the receipt of which is hereby duly acknowledged. i/we undersigned, offer to supply all hardware & software and execute all works in conformity with tender specifications referred above and also to the said terms & conditions from the sum shown in the commercial bid(s) attached herewith and made part of this bid.
2. I / We undertake, if our Bid is accepted to complete delivery & commissioning of all Items specified in the contract within 3 weeks calculated from the date of issue of your purchase order/LOI.
3. We understand that you are not bound to accept the lowest or any bid, you may receive.
4. I / We affirm that I / We have enclosed the acceptance of all terms and conditions and also all brochures detailing the technical specification of the items quoted by me/us.
5. I / We hereby confirm that all the items supplied are in proper working condition and tested successfully.
6. The tender document for the works mentioned above have been obtained by me from the URL <http://www.iiitm.ac.in/notifications/tenders>, the official website of IIITM-K and I / we hereby certify that I / we have read the entire terms and conditions of the tender document, which shall form part of the contract agreement and I / we shall abide by the conditions / clauses contained therein.
7. My /our GST & PAN Numbers are as follows.

GST Registration Number.

PAN Number.

8. Dated thisday of..... 201.....

Duly authorized to sign the bid for and on behalf of -----

[To be submitted in letter head of the supplier]