



भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद

धनबाद, झारखण्ड, भारत, पिन-826004

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का एक संस्थान)

INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD

DHANBAD, JHARKHAND, INDIA, PIN-826004

(An Institute of National Importance under Ministry of H.R.D., Govt. of India)

STORES & PURCHASE SECTION Phone:(0326) 2235678 || Email : purchase@iitism.ac.in || Website : www.iitism.ac.in

NIT No.: App Chem- INS-131-18-19

Date: 25.07.2018

NOTICE INVITING TENDER

Subject: Supply & Installation of Multifunctional Printer/Copier/Scanner

Indian Institute of Technology (Indian School of Mines), Dhanbad invites quotations for the following to be supplied and delivered in Applied Chemistry Department.

S No	Full Description of items/ store	Qty	Delivery
1	Supply & Installation of Multifunctional Printer/Copier/Scanner. (Detailed Specification is given in Annexure – I)	01 No.	At the Earliest

Tender Schedule

Particulars	Date & Time
Bid Security or Earnest money deposit	Rs. 7,000/- (Seven Thousand only)
Last date and time for submission of tenders	14.08.2018 at 1:00 P.M.
Date and time of opening of tenders	14.08.2018 at 4.00 P.M.

1. You are requested to quote your lowest rates for the supply of above items in the attached format for Financial Bid (Annexure – II)
2. You may send your representative in the office of the undersigned at the scheduled date and time of opening of tender.
3. Tender should be submitted in sealed cover only super scribed with Enquiry No. and due date at the following address only:

The Deputy Registrar (P&S)

*Indian Institute of Technology (Indian School of Mines),
Dhanbad – 826 004 Jharkhand*



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Terms & Conditions

- 1) The rates should be quoted for each item separately.
- 2) Conditional offer will not be accepted.
- 3) IIT (ISM) does not issue any Form 'C' or 'D' towards sales tax concessional rate. Hence, full rate of GST applicable should be quoted.
- 4) **Tender Cost of Rs. 500/- (nonrefundable) is to be paid by way of Demand Draft drawn in favor of Registrar, IIT(ISM),Dhanbad payable at Dhanbad. Non-submission will lead to rejection of your bid.**
- 5) **Bid Security or Earnest money deposit (EMD):** should be submitted in form of A/c payee demand draft drawn in favor of Registrar, IIT (ISM) Dhanbad and payable at any other bank/branch located in Dhanbad.
- 6) **Performance Security/Performance Bank Guarantee:** Performance Security has to be submitted from the successful bidder. Performance Security should be 10% of the ordered value. Performance Security may be furnished in the form of Bank Guarantee/Demance Draft from any Nationalized Bank only and. Performance security should remain valid for a period of two months beyond the date of completion of all contractual obligations of the successful bidder(s). No interest will be payable by IIT (ISM) Dhanbad on the Performance Security deposited. In case the contractor fails to provide satisfactory service, the Performance Security submitted by the bidder(s) is liable to be forfeited. An undertaking to this is to be submitted.
- 7) **Delivery Period and Liquidated Damage:** The ordered materials/work complete in all respects are required to be delivered and installed within the period stipulated in the purchase order failing which liquidated damages of 1% per week for the delayed period subject to maximum of 5% of the total basic value of the order shall be deducted from the invoice of the supplier.
- 8) **Educational discount,** if any, should be clearly mentioned.
- 9) You are requested to submit your quotation strictly as per the specifications mentioned in the NIT.
- 10) Your tender must be valid for **minimum 90 days** from the date of opening of tender.
- 11) Please mention warranty/ guarantee in your offer clearly. Material/ equipment to be supplied must have minimum warranty/guarantee of **12 months**.
- 12) *Each page in the bid document must be numbered properly* and duly signed & sealed by the bidder on every page of the bid.
- 13) **The items/ materials shall be required to be delivered at App Chem Department of IIT (ISM) Dhanbad** at the risk and cost of the tenderer.
- 14) Unloading and installation shall be the complete responsibility of the supplier.
- 15) The stores are required to be delivered within 30 days. Late delivery may not be accepted.
- 16) The items offered should be of good quality confirming to BIS standards, wherever applicable.
- 17) **Advance payment is not admissible.** Payment shall normally be made within 3-4 weeks subject to receipt and acceptance & installation (as per Purchase Order Terms) of the ordered materials/items.
- 18) In the event date on which the tender is opened for acceptance is declared to be a holiday, the tenders shall be deemed to remain open for acceptance till the next working day.
- 19) Please send your offer by Regd.Post/ Speed Post/ Courier along with Courier receipt. Tender/ quotation will be received during IIT (ISM) working hours only (i.e. Monday to Friday). *Late or delayed tenders shall be summarily rejected.*
- 20) Any other information that you may like to obtain, you are free to contact IIT (ISM) before submission of tender.
- 21) IIT (ISM) reserves the right to accept and/or to reject any/ all tenders without assigning any reason.

Deputy Registrar



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Annexure – I

Specification of Multifunctional Printer/Copier/Scanner.

1. Copy/Print/Scan
2. Speed/ Colour - b&w: 50 Copy minimum
3. Monthly Duty cycle: 3,00,000 pages minimum
4. Hard disk: 250 GB minimum.
5. Memory: 8 GB minimum.
6. Connectivity: Ethernet, High-speed USB 3.0 direct print, mobile print.
7. Copy and print Resolution: Copy upto 600X600 dpi; Print: upto 1200X2400 dpi min
8. Scan: Single-pass Duplex Automatic Documents Feeder.
9. Bypass Tray: Custom Sizes: 3.5 X 3.9 to 320 X 483 mm (SEF)
10. Processor: Atom™ Quad core 1.91 GHz/2 MB Cache min.
11. Scan: USB flash drive & LAN or USB 2.0



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Annexure -II

Format for Financial Bid

NIT No.: App Chem- INS-131-18-19

Date:

Bidders Ref: No.

Date:

GSTIN No.:

Subject: Supply & Installation of Potentiometer.

Sl. No.	Full Description of Items with (HSN Code/SAC Code)	Qty.	Rate	Amount
			Packing & Forwarding (if any)	
			Total	
			GST	
			Freight (if any)	
			Installation (if any)	
Amount should be in figure as well as word			Grand Total	

Note:

- 1) All the details must be provided as per prescribed format only
- 2) Prices quoted by the bidders should include GST, HSN Code, SAC Code, duties, livies, transportation cost and insurance costs etc. if any
- 3) All the rates must be quoted in Indian Rupees.