

**GAUHATI UNIVERSITY CENTRE FOR DISTANCE AND ONLINE EDUCATION
GUWAHATI 781014**

Ref: GUCDOE /NIQ/2023/0007/ ~~3266-70~~

Date: 29.09.2023

Notice Inviting Quotations (NIQ) for printer

Sealed Bids are invited from Authorized OEM/reputed Firms/vendors/dealers/suppliers for supply and installation of canon printer turnkey basis at GUCDOE, Guwahati - 781014

Last date of submission of sealed tender to the undersigned is 19.10.2023 up to 2.00 P.M. Bid opening might be done on the same day at 2.30 P.M. in presence of the bidders.

Terms and conditions:

1. a) Warranty: One year from the date of successful installation (on site maintenance and parts warranty)
b) For warranty, visit by the technical personnel of the supplier shall be made at the cost of bidder.
2. The supplier should ensure complete installation of the equipment on turnkey basis
3. The bid amount should include the following:
 - a) Supply of **printer** as per specification including all hardware and associated software, maintenance warranty, complete installation at site (i.e. GUCDOE campus) on turnkey basis, supply and fitting of electrical/electronic appliance, switches, wires, cables etc. (as required for functioning of **printer**)
 - b) Testing and training of personnel of GUCDOE.
 - c) All taxes (GST, Octroi and other payable taxes and duties as applicable).
4. Qualification of bidder:

- a) Must have supplied and installed at least 3 nos of **Printer** within last 3 years. (Proof to be submitted)
- b) The supplier shall be registered with GoI /GoA (proof to be submitted)
- c) The supplier should be in existence for at least 3 years.
- d) The company should have annual turnover of at least 5 (Five) Lakhs of the last 3 financial years (proof to be submitted)
5. All necessary and supporting documents to be submitted along with the bid.
6. Mode of bidding:

Bid documents will be examined in two phase - technical evaluation and financial evaluation phase.
7. Payment will be made by GUCDOE after successful installation, testing and training.
8. In case any dispute legal Jurisdiction shall be restricted to municipal area of Guwahati, Assam
9. The items will have to be supplied, installed, and tested within 30 days of issue of work order.
10. The sealed cover must be submitted in two separate, sealed sub-envelops clearly super-scribed as:
 - a) "Techno-commercial Bid" consisting of documents, testimonials, etc. pertaining to all technical to all technical specifications/ details of item(s) in addition to commercial terms and conditions as well as other requisite compliances: and
 - b) 'Financial bid'. Indicating all inclusive total cost (inclusive of all items and services as mentioned in this NIQ).
11. Lowest offer will not only be criteria. All specification should comply with NIQ requirement otherwise the quotation will be liable to be cancelled without any notice.
12. The "Terms and Conditions" should be clearly mentioned in offer.
13. On-site delivery, on-site installation and commissioning must be done by the authorized personal of the supplier.
14. The bidder should not have been black listed or debarred from business at any point of time by any Government/PSU undertaking. Undertaking to this effect must be submitted.

15. No correspondence shall be entertained in respect of acceptance or rejection of bid.
16. The supplier shall be responsible for providing all materials, equipments, and services specified otherwise, which are required to fulfill the intent of ensuring operability, maintainability, and reliability of the complete Equipments covered under this specification within his quoted price.
17. This work shall be in compliance with all applicable standards, statutory regulations and safety requirements in force of the date award of this contract
18. The bidder shall also be responsible for deputing qualified personal (at bidder cost) for installation, testing, commissioning and other service under the scope of work as per this specification. The installation of equipments shall be accepted only after installation tests are over.
19. Non-Conformity of the any of the terms and conditions will disqualify the agency and price bid will not be considered.
20. All terms and conditions will be per Gauhati University rules, regulations and decision of GUCDOE authority would be final.
21. GUCDOE reserves the right to modify/cancel the requirements without any further notice.
20. Tender Processing fee of Rs 100.00(one hundred) only (non-refundable). This payment is to be made through SBI Collect and the payment receipt to be submitted along with bid.
21. The bidder shall furnish an amount of Earnest Money of Rs. 1,000(one thousand) only to be paid by bidder through SBI Collect

Yours faithfully


20/10/2023
Director
GUCDOE

Copy for information and necessary action to:

1. Registrar, G.U.
2. Treasurer, G.U.
3. System Officer, G.U. & System Analyst, GUCDOE for uploading to website
4. Notice Board.

Gauhati University Centre for Distance and Online Education

NIQ/Tender particulars

NIQ/Tender Reference No : GUCDOE /NIQ/2023/0007/.3266-70
Bid System : Two phase
Issue date : 29.09.2023
Last Date for Receipt Quote/Tender
at GUIDOL : 19.10.2023
Quote/Tender Opening Date :
Quote/Tender Issuing Authority : Director, GUCDOE
Department/Branch/Institute : GUCDOE

Yours faithfully


29/9/2023
Director
GUCDOE



GAUHATI UNIVERSITY

File No.....Office/Department/Branch.....

Subject : Note Sheet No.....

Notes & Orders

Approval/Comment from Competent Authority

- Connectivity technology USB, Wifi and Network.
- Printer technology Laser
- Printer output Monochrome
- ^{Minimum} ~~Maximum~~ Print speed (Colour) 43 ppm
- ^{Min} ~~Max~~ print speed Monochrome 43 ppm
- Print speed (A4) : Upto 43 ppm, Direct USB printing
- ^{Min} Max paper input capacity : 550 sheets, Gigabit, PCI/PS
- Print resolution : Upto 1200 x 1200 dpi (equivalent)
FPOT (A4) : 6.2 secs
- Duplex print, USB print

WAP
29/9/2023