



CENTRE FOR DIASPORA STUDIES

UNIVERSITY OF KERALA

Karivavattom Campus, Thiruvananthapuram, 695581

Phone: 0471 2308425

CDS/COPY/QUOT/02/18

06/02/2018

RE-QUOTATION NOTICE

Competitive quotations are invited from reputed firms/ manufactures for Supply of following item as per the minimum specification given below for the use of *Centre for Diaspora Studies* University of Kerala, Kariavattom Campus.

1	Name of the Item	Branded Photocopier
2	Documents to be submitted	1. Technical Data Sheet of the Items 2. Details of warranty 3. Details of the Firm 4. Financial Bid 5. Any other relevant information
3	Last date of receipt of Quote/Bid closing	14/02/2018 – 3.00 PM
4	Date and Time of Opening Quotes	15/02/2018 – 10.00 AM

The interested bidders shall submit their best possible offer before the last date.

TECHNICAL SPECIFICATION

Type	Colour Laser Multifunctional
Memory Size.	1 GB RAM
Interface	Standard: 1000 Base-T/100Base-TX/10Base-T, Wireless LAN(IEEE 802.11 b/g/n);USB 2.0
Media Sizes	A3,B4,A4,B5,A4R,A5R, Envelops
Warm-up Time	30 Seconds or less from power on 10 Seconds or less from sleep mode
Duplex Printing	Automatic duplex as standard
Printing Method	Colour Laser Beam Printing
Print Resolution	600 x 600dpi, 1200 x 1200dpi
Print/copy Speed (BW/CL)	20ppm (A4), 15ppm (A3)
First Copy Out Time(BW/CL)	10 sec. or less
Copy Resolution	600 x 600 dpi
Multiple Copies	Up to 999 copies
Magnification	25 – 400% (1% Increments)
Scanner Type	Colour Scanner
Scanning Media Size	A3, B4, A4R, A4, B5R, B5, A5R, A5, B6
Scan Resolution	300 x 300dpi,600 x 600dpi
Scanning Data Format	TIFF, PDF, JPEG
Support OS	Windows 7/8/8.1/10 (32 and 64 bit) Linux, Mac Os
Warranty	Two Year
Brands	Cannon/HP/Sharp

Terms and Conditions

1. The Bidder shall quote price in clear terms and also the specification of products. The rates quoted must be inclusive of all taxes, cost of supply at site, warranty and installation charges etc...
2. The price should be quoted only in Indian rupees. The bid shall be typed and signed by the bidder.
3. Partial quote shall not be allowed
4. The bidder should quote **branded items (CANON, SHARP, HP)**
5. All the documents mentioned above shall be submitted without fail.
6. **Validity**:- The Bid will be valid for 90 days from its date of opening. Further extension can be done by mutual consent.
7. **Delivery**:- The item should be delivered at Centre for Diaspora Studies, Kariavattom.
8. **Installation and commissioning**:- The items shall be installed and commissioned at the Centre for Diaspora Studies.

9. **Payment:-** The University will release the payment only after inspecting the equipment and satisfying that the supply is as per the requirements. The payment will be made after successful completion of the supply on producing invoice in duplicate.

10. **Warranty/Guarantee:-** The supplier shall guarantee to repair/replace the items or its part –if found defective within the warranty period. The entire expenditure for repair/ replace the item in this regard shall be borne by the supplier.

11. In case of disputes, the decision of University authority shall be final and binding on bidders.

12. The undersigned reserves the right to reject or accept any or all the tenders received fully or partly without assigning any reason thereof.

13. General rules relating to purchase of materials/equipments will also be applicable to this tender.

14. The cover may be superscripted with “Supply of Branded Photocopier- 1 no. in Centre for Diaspora Studies, Kariavattom and also should be addressed to Director, Centre for Diaspora Studies, University of Kerala

15. The bids shall be opened at the office of the Director, Centre for Diaspora Studies, University of Kerala, Kariavattom Campus on the Date mentioned above. If the above date of opening tender happens to be on a holiday or due to any other valid reason, the tender opening process will be done on the next working day or the day fixed by the undersigned.

Hon. Director
Centre for Diaspora Studies
University of Kerala