



# भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद

## INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, ALLAHABAD

(A Deemed to be University Established under Sec.3 of UGC Act, 1956 vide Notification No. F.9-4/99-U.3 Dated 4/08/2000 of Govt. of India)

(A center of excellence in Information Technology established by Ministry of HRD, Govt. of India)

Deoghat Jhalwa, Allahabad – 211 011 (U.P.), India

Ph: 0532-2922025, 2922000; Fax: 0532-2430006, 2922144; Web: www.iiita.ac.in; E-mail: [contact@iiita.ac.in](mailto:contact@iiita.ac.in)

### Enquiry Letter

Ref. No. : IIIT-A/ENQ/DR(E)/1570/2014

Date : 20<sup>th</sup> October 2014

To,

M/s. ....

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**Sub. : Quotation for Advance Photocopier Machine.**

Dear Sir,

Institute intends to purchase the “**Photocopier Machine**” for which quotations are invited as per specification and details given in Enclosed **Annexure- I** as technical bid and Financial bid as **Annexure-II**. You are requested to sent the quotation in separate envelops (Technical & Financial bid) by courier/speed complete details of specifications, terms & conditions, warranty/guarantee etc **upto 04/11/2014 till 6:00 PM**. Quotations duly sealed may be dropped in the tender box placed in the office of the Deputy Registrar (E). Basic rate, taxes and freight charges etc. should be quoted separately. Please indicate any promotional benefit offered for above product to the Educational Institution. The Institute is exempted from custom and excise duty in terms of notification No. 51/96-Customs dated 23/07/1996 and No. 10/97-Central Excise dated 01/03/1997 and is an University established under M.H.R.D. Govt. of India. Certificate to this if, required, shall be provided by the Institute. Quotation should be addressed to Director- in charge IIIT-A.

**Note :**

- \* Preference will be given to the firm, if Manufacturer/ Sole distributor.
- \* Quoted rate should be valid at least for 60 days.
- \* Quality, if not, found according to our specification as annexed and standards supply will not be accepted.
- \* Enquiry/ tender must be quoted in prescribe format.
- \* Replacement Guarantee and Warranty as applicable should be clearly mentioned in quotation and documents may be furnish along with bill.
- \* Payment will be made within fifteen day after supply and satisfactory report/installation from users end.
- \* F.O.R. destination at IIIT-A, Deoghat Jhalwa, Allahabad.
- \* May feel free to contact on E-mail-[info.purchase@iiita.ac.in](mailto:info.purchase@iiita.ac.in), Ph. No. : 0532-2922051.
- \* In view of wide publicity the details are also available on our web site ([www.iiita.ac.in](http://www.iiita.ac.in)), may be seen.
- \* Fax/E-mail address/contact no./Name of person to be contacted.
- \* Kindly quote your Income Tax PAN No./TIN No., Service Tax Registration No. etc. mandatory on the quotation raised by you. If PAN No. not quoted, 20% Tax will be deducted at source.
- \* VAT @ 4% will be deducted at the time of payment as per letter no.-1240/P-7/TDS Deduction/13-14/Joint Commissioner (Karya Palak) Commercial tax Allahabad Division (B), Allahabad, Dated-17 October 2013.
- \* The lowest rate will not be the basis of claim to get the order.
- \* If, the supply delayed beyond the stipulated time of completion of supply a suitable penalty of the total cost may be imposed at the discretion of the competent authority.
- \* All disputes are subject to Jurisdiction of Allahabad.
- \* Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender.
- \* Director, Indian Institute of Information Technology, Allahabad will be the sole arbitrator of all the dispute and his decision will be binding on both the parties.
- \* It is mandatory to mention enquiry reference number, subject, due date contact address etc on your quotation. Incomplete quotation will not be accepted.
- \* Kindly quote your email ID and Bank details etc.

(Dr. Seema Shah)  
Deputy Registrar (E)

**Copy to:**

- > Hon'ble Director for kind information.
- > Chairman- Purchase committee



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## Annexure-I

### Technical-Bid proforma

<b>Specifications for Photocopier Machine</b>		<b>For equivalents tick (☑)</b>
Type	a) Black & White photocopying b) RADF facility	
Maximum Original Size	A3	
Copy Sizes	Left / Right Cassette 1, 2:	A4, B5
	Cassette 3, 4:	A3, B4, A4, A4R, B5, B5R, A5R
		Custom Size 139.7 x 182mm to 297 x 487.7mm
	Multi Purpose Tray:	A3, B4, A4, A4R, B5, B5R, A5R
Custom Size / Free Size 100 x 148mm to 297 x 487.7mm		
Resolution	Reading:	600 x 600dpi
	Copying:	600 x 600dpi
	Printing:	1200 x 1200dpi (Text / Line only)
Copy / Print Speed	A4:	75ppm (B&W) or more
	A3:	37ppm (B&W) or more
Magnification	Copy Ratio:	25 - 400% in 1% increment
First Copy Time	3.1 seconds or less	
Warm-Up Time	30 seconds or less	
Multiple Copies / Prints	1 to 9,999 copies	
Paper Weight	Left / Right Cassette 1, 2:	52 to 220gsm
	Cassette 3, 4:	52 to 220gsm
	Stack Bypass:	52 to 256gsm
Paper Capacity (80gsm) at least 2 reams in one go.	Upper Left / Right Cassette 1, 2:	1,500 sheets x 2
	Cassette 3, 4:	550 sheets x 2
	Multi Purpose Tray:	100 sheets
	Paper Deck (Optional):	3,500 sheets
CPU	1.2GHz	
Memory	At least 2GB (Optional 512MB memory for colour scan and send above 300dpi)	
Hard Disk Drive	At least standard 160GB (Available space 15GB) / Optional 1TB (Available space 629GB)	
Interfaces required	Ethernet (1000BaseT / 100Base-TX / 10Base-T) USB 2.0 Hi-speed, 2 x USB Host	
Power Supply	220-240V (±10 %), 50 / 60Hz (±2 Hz), 10Amp	





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Power Consumption	2.2kW or less		
Toner (Estimated Yield @ 6% Coverage)	BW:	56,000	
Drum Yield	BW:	6,000,000	
Dimensions (W x D x H) (With the Duplex Colour Image Reader Unit-G1)	Without the upright control panel:	1,220 x 645 x 770mm	
	With the upright control panel:	1,252*1 x 1,481*2 x 770mm	
Weight	Approximately 234kg (Including the toner bottle and the Duplex Colour Image Reader Unit-G1)		
<b>Print Specification</b>			
PDL	UFRII (Standard), PCL5e/6 (Optional), Adobe PostScript 3 (Optional)		
Resolution	1200 x 1200dpi (Text / Line only)		
Memory	Standard:	1.5GB RAM	
CPU	Processor, 1.2GHz (Uses Main unit CPU)		
PS Fonts	Roman 136		
PCL Fonts	Roman93, Bitmap10, OCR2		
Supported OS	PCL:	Windows 2000 / XP / Server2003 / Vista / Server2008 / Win7	
	Adobe PostScript 3:	Windows 2000 / XP / Server2003 / Vista / Server2008 / Win7, Mac OSX	
UFR II	Windows 2000 / XP / Server2003 / Vista / Server2008 / Win7, Mac OSX (10.4.9 or later)		
Mac-PPD	Mac OS 9.1 or later, Mac OSX (10.2.8 or later)		
Interface	Ethernet (100BaseT / 100Base-TX / 10Base-T), USB 2.0		
Network Protocol	TCP / IP (LPD / Port9100 / WSD / IPP / IPPS / SMB / FTP), IPv6, IPX / SPX (NDS, Bindery), AppleTalk		
Pull Scan	Network TWAIN Driver (75 to 600dpi 24bit Colour / 8bit Grayscale / 2bit Black & White)		
<b>Send Specification (Standard)</b>			
Scan Speed (A4, 300dpi)	Black & White:	120ipm	
	Colour:	85ipm	
Scan Resolution	600 x 600dpi*		
Destinations	Email / Internet FAX (SMTP), PC (SMB, FTP), WebDAV		
Address Book	LDAP, Local (Max. 1800)		
File Format	TIFF, JPEG, PDF, XPS, High compression PDF / XPS, Searchable PDF / XPS, PDF / A-1b, Office Open XML (Power Point)		

Seal & Signature  
of Bidder/Authorized Signatory



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**Annexure-II**

**Financial-Bid proforma**

<b>Name of Machine with Model No.-</b>	
<b>Price to IIIT-A-</b>	
<b>Add Taxes-</b>	
<b>Final price of Bid-</b>	

Date:  
Place

Seal & Signature  
of Bidder/Authorised  
Signatory