



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

Enquiry Letter

Ref. No. : IIIT-A/ENQ/DR(E)/789/ 2015

Date: 30th June, 2015

To,

M/s.

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Sub. : Quotation for Photocopier Machine.

Dear Sir,

Institute intends to purchase the "**Photocopier Machine**" for which quotations are invited as per specification and details given in **Annexure- I & II** (Technical Bid & Financial Bid). You are requested to sent the quotation by courier/speed post with complete details of specifications, terms & conditions, warranty/guarantee etc **upto 21/07/2015 till 6:00 PM**. Basic rate, taxes and freight charges etc. should be quoted separately. 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. must be quoted separately, F.O.R. destination at IIIT-A, Jhalwa, Allahabad.

Note:

1. Preference will be given to the firm, if Manufacturer/ Sole distributor.
2. Quoted rate should be valid at least for 60 days.
3. Enquiry/tender must be quoted in prescribe format on the letter head of the firm/vendor.
4. Quality, if not, found according to our specification as annexed and standards supply will not be accepted.
5. Supply is to be made within 5 weeks, F.O.R destination at IIIT-A, Jhalwa Campus, Allahabad.
6. Enquiry/ tender must be quoted in prescribe format.
7. Replacement Guarantee and Warranty as applicable should be clearly mentioned in quotation and documents may be furnish along with bill.
8. Payment will be made within fifteen day after supply and satisfactory report/installation from users end.
9. F.O.R. destination at IIIT-A, Deoghat Jhalwa, Allahabad.
10. May feel free to contact on E-mail-info.purhcuse@iiita.ac.in, Ph. No. : 0532-2922051.
11. In view of wide publicity the details are also available on our web site (www.iiita.ac.in), may be seen.
12. 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.
13. Director, IIITA reserves the right to alter/ modify any or all conditions of this tender and to reject of accept any quotation.
14. Conditional tenders will not be considered in any case. They will be summarily rejected.
15. It is mandatory to mention enquiry reference number, subject, due date contact address etc on your quotation. Incomplete quotation will not be accepted.
16. Kindly quote your email ID and Bank details etc.
17. The lowest rate will not be the basis of claim to get the order.
18. If, the supply delayed beyond the stipulated time of completion of supply, up to 10% penalty of the total cost may be imposed at the discretion of the competent authority
19. All disputes are subject to jurisdiction of Courts at Allahabad.

(Dr. Seema Shah)
Deputy Registrar (E)

Copy to:

- Hon'ble Director for kind information please.



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Annexure-I

Technical-Bid proforma

<u>Specifications for Photocopier Machine</u>		For equivalents tick (☑)
Type	Black & White photocopying with RADF facility	
Imaging System	Laser Dry Electrostatic Transfer System	
Memory	Standard: 256MB	
	Maximum: 512MB	
Network Interface	Ethernet (100Base-TX / 10Base-T), USB 2.0	
Warm Up Time	30 seconds maximum after powering ON 1 second maximum from the Sleep mode	
First Copy Output Time	5.4 seconds or less	
Multiple Copies	1 to 999 sheets	
Magnification	25% to 400% (1% increment)	
Maximum Original Size	Max. A3 / 11" x 17"	
Duplex	Standard	
Copy / Print Speed	30ppm or more	
Resolution	Reading: 600 x 600dpi	
	Writing: 1200 x 1200dpi	
Paper Sources (80gsm)	Paper Cassette: Standard: 250 + 550 sheets paper capacity Maximum: 250 + 3 x 550 sheets paper capacity	
	Stack Bypass: Standard: 100 sheets paper capacity	
Acceptable Paper Weights	Paper Cassette: 64 to 90gsm	
	Stack Bypass: 64 to 128gsm	
Main Unit Dimensions (W x D x H)	565 x 680 x 806mm (with the platen cover) 565 x 693 x 896mm (with the feeder)	
Weight	Approx. 67.7kg	
Power Source	220 - 240V AC, 50 / 60Hz	
Maximum Power Consumption	Approx. 1.542KW	
Toner Yield (6% Coverage)	Approx. 14,600 sheets (A4)	
Drum Yield	Approx. 132,000 sheets (A4)	
Print Specification		



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PDL	Standard:	UFR II LT	
	Optional:	PCL 5e/6, PS3	
Network OS	Windows 2000 / XP / Server2003 / Vista / Server2008 / Win7, Mac OSX (10.4.9 or later)		
Network ScanGear Specification			
Supported OS	Windows 2000 / XP / Server2003 / Vista / Server2008 / Win7		
Resolution	BW:	Up to 600 x 600dpi	
	CL:	Up to 300 x 300dpi	

(Dr. Seema Shah)
Deputy Registrar (E)



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Annexure-II

Financial-Bid proforma

(To be quoted on the company letter head with the below prescribed proforma only)
(Sealed separate envelop)

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

Date:
Place

Seal & Signature
of Bidder/Authorised
Signatory

(Dr. Seema Shah)
Deputy Registrar (E)