

॥ अंतरी पेटवू ज्ञानज्योत ॥



'A' Grade
NAAC Re-Accredited
(3rd Cycle)

**NORTH MAHARASHTRA UNIVERSITY,
P. O. Box. No. 80, Umavinagar,
JALGAON 425 001**

**Tender Enquiry : Tel. No. 2257236 & 237, Fax No. (0257) 2258408
Technical Enquiry : Tel. No. 2257248**

**TENDER DOCUMENTS
FOR SUPPLY OF
DIGITAL COLOR LASER COPIER**

Price Rs. 1200 /-

REF :- NMU/08/Tender/Digital Color Laser Copier/530/2018

**FOR MORE DETAILS VISIT THE PORTAL OF
www.nmu.ac.in**

(Total Pages 01 to 08)

Last Date for Submission of Tender : 30/07/2018

PART – I
(DETAILS OF THE TENDERER)

- 1) Name of the Supplier/Firm/Company :
- 2) Mailing address :
- 3) Telephone/Email/ Fax Numbers :
- 4) Constitution of the Company/Proprietary:
Partnership Firm/Pvt./Public Ltd. Co. :
- 5) Experience in business :
- 6) * Income tax return for last three :
Financial years
(2014-15,2015-16,2016-17)
- 7) * Shop Act. Registration No. :
- 8) * GST Registration No. :
- 9) * PAN No. :
- 10) * Statement of Accounts (i.e. Trading, Profit and loss-:
Account and Balance Sheet) from last three
financial years-(2014-15,2015-16,2016-17)
- 11) Details of Earnest Money & :
Cost of Tender
(D.D.No. & Date)
- 12) *Name of the company of which :
you are authorized dealer etc.
(attested copy of certificate of authorized
dealership must be enclosed)

(For the items marked (*) relevant documents must be enclosed with part - I.)

Signature & Seal of the Tenderer

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Part-II

Technical, General and Commercial Conditions of the tender:

- 1) The tender is called for Digital Color Laser Copier from manufacturer authorized distributor and dealers.
- 2) **EARNEST MONEY:-** Vendors are required to submit a Demand Draft of Scheduled bank Nationalized Bank of Rs. 6,000/- (Rupees- Six Thousand Only) as Earnest Money Deposit along with the tender. The Demand Draft must be drawn in favour of **Finance and Accounts officer, North Maharashtra University, Jalgaon'**. In addition to Earnest Money Deposit Vendor is required to give a demand draft of Rs. 1200/- (Rupees One Thousand Two Hundred only) towards the cost of tender (non-refundable) along with the tender. Offers made without E.M.D. & Cost of Tender will be rejected. If the tenderer, whose tender is accepted, refuses to accept the order, the amount of E.M.D. will be forfeited.
- 3) Payment : 100% payment after satisfactory supply, Installation & Commissioning & report received from the technical committee/ concern technical person within 30 days from the date of receipt of report.
- 4) **Delivery, Installation & Commissioning Period:-** Two weeks from the date of receipt of purchase order.
- 5) **Terms of Delivery :** F.O.R. N.M.U.
- 6) **Security Deposit :** The successful tenderer will have to give security deposit to the extent of 5% of total order value. The amount of security deposit with out any interest thereon will be returned to the tender after satisfactory completion of order. The amount of Security deposit will be forfeited in case of successful bidder refuses/fail to execute the order within stipulated period and if the installation of cameras is not satisfactory.
- 7) Performance Bank Guarantee :- The successful bidder will have to submit the PBG amount equivalent to 5% of total value of invoice for the period of 60 days beyond warranty period. The same must be submitted along with the invoice.
- 8) Rates mentioned in commercial bid must be inclusive of GST.
- 9) Tender offer must be valid for a period of 120 days after the date of opening of tender. Any offer failing short of the validity period is liable for rejection.
- 10) All disputes are subject to Jalgaon Jurisdiction.

- 11) Tender is being called in two envelopes system. i.e. the technical bid and commercial bid. The technical bid comprises part-I details of the tenderer, Part-II Technical bid and Part III general and commercial conditions of the tender The Commercial bids comprises Part IV. The tenderer has to submit both the bids in separate envelopes.
- 12) The Tenderer must submit his offer in two separate envelopes A-B envelope-A will contain part I, II, III and Envelope –B will contain part IV both the envelopes must be super cried as “ **Tender for Digital Color Laser Copier**
- 13) The University reserves the right to accept or reject any or all the tenders from any or all the parties without assigning reason thereof.
- 14) Tender offer should be complete in all respect and as per the format as prescribed by the university. Incomplete offers would not be entertained.
- 15) Copies of shop Act Registration, GST /Shop Act, PAN Registration etc. should be enclosed along with part-I
- 16) The University reserves the right to delete/ increase/ decrease items from the schedule of requirement specified in the tender.
- 17) The University reserves the right to accept or reject all or any tender without assigning any reason whatsoever.
- 18) Tender received after due date and time will not be considered whatever may be the reason therefore. In case tender are sent by post / speed post courier etc.It shall be responsibility of the tenderer to ensure that they are received before due date and closing office hours.
- 19) The rates without any corrections or overwriting should be quoted for each individual item separately. Any overwriting or rewriting should be duly countersigned.
- 20) The decision of the University regarding this will be final and shall be binding on tenderer. The University reserve the right to accept or reject the entire tender.
- 21) The Venders black listed by the University are not eligible for submitting the tender. If they do so there tender will not be considered.
- 22) The last date for submission of tender shall be **30/07/2018** up to 17.00 hrs. at Finance Section office, North Maharashtra University, Jalgaon

Place :- Jalgaon.

Date :- 09/07/2018

(Dr. B. D. Karhad)

Finance & Accounts Officer

Signature & Seal of Vendor in

Token of acceptance of all

Terms & conditions of tender

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Technical Bid

Tender Part-III

TECHNICAL DETAILS OF DIGITAL COLOR LASER COPIER

Sr. No.	Item Description	Qty	Make/model no. and detailed technical specifications and warranty of the item offered
1	1) Digital Color Laser Copier With supplied Accessories A3 Size Digital Color Laser Copier. A3 Size Network Color Scanner A3 Size Color Laser Printer Duplex Inbuilt for Automatic Back to Back Printing Paper Capacity – 550x2 Multipurpose Tray – 100 Sheets 5” Full Color Touch Screen Processor: 800 MHz (Dual) System Ram : 2GB; Searchable PDF; Wi-Fi standard Direct Connect to Pen Drive Supports TIFF, JPG, PDF, XPS, Printing Paper Weight : 250 GSM Supports : Indian LGL & 12x18 Paper Size DADF (Duplex Automatic Document Feeder for Auto Scanning of documents).	01	

Note : The above mentioned chart offer filling the details in the last coloum should be Submitted on letter head of the vendor.

Signature & seal of the tenderer.

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**PART – IV (Commercial Bid)
SUPPLY, INSTALATION OF
DIGITAL COLOR LASER COPIER**

Date : / /2018

To,
The Finance & Accounts Officer,
P.O. Box No. 80,
Umavinagar, Jalgaon.

Sub : Submission of Commercial Offer.

Dear Sir,

In response to your advertisement in NMU/8/Tender/Digital Color Laser Copier /530/2018 we hereby submit our best possible rates for items mentioned in technical bid (Part-III) of this tender form.

Sr. No	Item Description	Qty.	Rate (Inculsive of GST)
1	Digital Color Laser Copier With supplied Accessories	01	

Signature & seal of the tenderer.