



॥ अंतरी पेटवू ज्ञानज्योत ॥

कवयित्री बहिणाबाई चौधरी उत्तर महाराष्ट्र विद्यापीठ, जळगाव

**KAVAYITRI BAHINABAI CHAUDHARI**

**NORTH MAHARASHTRA UNIVERSITY, JALGAON**

POST BOX NO.80, UMAVINAGAR,

JALGAON- 425 001

Tel.No. (0257) 2257236 & 237

E- mail : [po@nmu.ac.in/](mailto:po@nmu.ac.in) [fao@nmu.ac.in/](mailto:fao@nmu.ac.in)

**“ E-TENDER DOCUMENTS FOR “SUPPLY  
AND INSTALLATION OF PHOTOCOPIER  
MACHINE WITH BUY BACK OF OLD  
MACHINE”**

REF :- KBCNMU/8/Finance/Photocopier/432/2024, DATE- 19.09.2024

**FOR MORE DETAILS VISIT THE PORTAL OF**

**FOR UPLOADING OF E-TENDER :- <https://mahatenders.gov.in>**

**ONLY FOR INFORMATION OF E-TENDER :- [www.nmu.ac.in](http://www.nmu.ac.in)**

**(Total Pages 01 to 26)**

E-Tender Documents For Supply and Installation of Photocopier Machine with buy back of old  
Photocopier Machine

**(Page 1 of 26)**

**KAVAYITRI BAHINABAI CHAUDHARI**  
**NORTH MAHARASHTRA UNIVERSITY, JALGAON**

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**KAVAYITRI BAHINABAI CHAUDHARI  
NORTH MAHARASHTRA UNIVERSITY, JALGAON**

**Tender Schedule and Contact details**

<b>Sr.No.</b>	<b>Key Days of the tender</b>	<b>Start date &amp; time</b>	<b>End date and time</b>
01	Tender Release	19/09/2024 17.00 hrs.	----
02	Tender documents downloading	20/09/2024 10.00 hrs.	10/10/2024 17.00 hrs.
03	Online submission	20/09/2024 10.00 hrs.	10/10/2024 15.00 hrs.
04	Technical Bid opening	14/10/2024 16.00 hrs. (if Possible)	----

Contact below if any query

1) Sumit Katkar. : 7745827385  
For any Information / difficulty : 7843024910  
Regarding online submission of tender

2) Tender Enquiry : Purchase Department  
0257-2257236 / 237

**KAVAYITRI BAHINABAI CHAUDHARI**  
**NORTH MAHARASHTRA UNIVERSITY, JALGAON**

**E-TENDER NOTICE**

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon invites e-tender for Supply and Installation of Photocopier Machine with buy back of old Photocopier Machine.’’ from manufacturer/distributors/ authorized dealers. For the detailed tender documents,interested bidders should visit <https://mahatenders.gov.in> and [www.nmu.ac.in](http://www.nmu.ac.in).

The filled tender must be submitted online on or before 10/10/2024 up to 15.00 hrs. Any Corrigendum or extension to tender or any changes in schedule will be published only at above websites.

Ref. :- KBCNMU/8/ET/Photocopier/432/2024

Date:- 19/09/2024

**( CA Ravindra N.Patil )**  
**Finance and Accounts Officer**

## Instructions for filling of E-Tender

The Finance and Accounts Officers, Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon invites “ Supply and Installation Photocopier Machine with buy back of old Photocopier Machine” from Manufacturer/ Distributors/ Authorized Dealers. The details in this regard are given below.

1. Procedure to submit the tender: All eligible/ interested tenderer are required to be enrolled on Portal <https://mahatenders.gov.in> before downloading tender documents and participate in e-tendering. The vendors should submit online tender in two bid system i.e. Technical Bid and Commercial/ Financial Bid. (BOQ)
2. Technical Bid: The technical bid shall contain the following documents. The Bidder must Scan the signed documents and upload all these documents online with first page in technical bid Compulsorily. All the documents must be valid and self-attested by bidder. Non-submission of following requested documents may lead to rejection of offers.

Sr.No.	Name of Document
I	Information of the bidder as per Annexure –A. (The same should be submitted on letter head of bidder)
II	Certificate of Incorporation of the company issued under the company act or registration certificate by any other competent authority in case of proprietary /partnership firm etc.
III	Copy of GST Registration certificate
IV	Copy of PAN card
V	Copies of SSI/NSIC/Udyam registration certificate.
VI	Copies of Income tax return filed during last three financial years. (2020-21,2021-22, 2022-23)
VII	Proof of annual turnover for the last three financial years (2020-21,2021-22, 2022-23) Minimum average turnover of 50 Lacks is required & it is Certified by bidder & CA with signed as per <b>Annexure- B.</b>
VIII	List of clients to whom the tendered items supplied mentioning the name, address, Landline. No./Mobile No. of the clients with quantity and date of supply. Copies of supply order of the minimum last three to three years should be uploaded.
IX	Authorization letter from OEM in case of bidder is authorized Dealer/ Distributors of OEM. as per <b>Annexure -C</b>
X	An affidavit on stamp paper of Rs.200/- that the bidder has never been black listed by any government department/government under taking /any other agency as per <b>Annexure- D</b>
XI	The comparative Chart of technical specifications of each items in the format as per <b>Annexure-E</b> (fill additional Annexure –E for multiplier make & model)
XII	Bidder’s Declaration on letter head ( <b>as per annexure -F</b> )
XIII	Receipts of payment of Tender Fee and Earnest Money Deposit paid through Internet Banking
XIV	Audited balance sheet & profit & Loss account of the company / firm duly audited by Chartered Accountant for last three financial years. (2020-21, 2021-22, 2022-23,)
XV	Printed Literature / broacher / catalogue of the quoted products.
XVI	Full set of tender documents with seal and signature of bidder or his authorized representative on each page of the tender. (In case authourized signatory letter of authority must be submitted) it is mandatory for all vendors

3. Financial Bid:- The tendering authority will first open the Technical Bid documents of all bidders and after scrutinizing these documents, technical committee will shortlist the Bidders who are eligible for Financial Bidding process. Financial bid will be open for shortlisted eligible bidders only. The Financial bid should be submitted only online mode by Vendor in Appendix-A in the form of BOQ excel sheet given over [www.mahatender.gov.in](http://www.mahatender.gov.in), the supplier shall fill up the column of rate per unit offered by him.
4. Bidder should have valid Digital Signature Certificate (DSC) obtained from any Certifying Authorities.
5. The specifications/details of the " Supply and Installation of Photocopier Machine with buy back of old Photocopier Machine." provided in the e-tender documents.
6. The Technical and Financial bid shall be submitted only online mode as per the e-tender schedule.
7. Bidder may be invited for technical discussions in University, if needed/required.
8. The Bidders are strictly advised to follow the dates and times allocated to each stage. As indicated in the time schedule. All the online activities are time tracked and the Electronic Tendering System enforces time-locks that ensure that no activity or transaction can take place outside the Start and End Dates and Time of the Stage as defined in the tender schedule. At the sole discretion of the Tender Authority, the time schedule of the Tender stages may be extended.
9. Rate to be quoted should be mentioned at appropriate place in provided in Schedule in Appendix- A (BOQ) by the bidder, more over the rate should not be quoted any where else in the tender booklet as well as in the blank pages. It is mandatory to all vendors.
10. The University reserves the right to decide whether to open or not open the commercial Bid of the supplier and no objection of any supplier shall be entertained on any ground whatsoever it may be regarding this.
11. No Bid shall be accepted without payment by online earnest money deposit and tender fee.
12. The rate should be inclusive of all taxes, duties, Installation F.O.R. delivery at respective Schools/ Departments of KBCNMU, Jalgaon.
13. The rate should be offered only for the item as mentioned in the Schedule.
14. The rates quoted for the items other than specifications specified in the tender form shall not be considered for comparison of rate.

**( CA Ravindra N. Patil )**  
**Finance and Accounts Officer**

## **: General Terms and Conditions :**

1) The online e-tender is called for E-Tender Documents For Supply and Installation of Photocopier Machine with buy back of old Photocopier Machine.

2) **Earnest Money Deposit & Tender Fees: - Vendors are required to pay Rs. 5,500/- (Rs. Five Thousand Five Hundred only) and Rs. 1,00,000/- (Rs. One Lacks only) towards Tender Fee and Earnest Money Deposit (EMD) respectively through Net banking.**

The Micro and Small Scale enterprises registered with the National and state small industries corporation (NSIC/MSME) also have to pay the amount of tender fees and earnest money. Please note that the tender will not be considered unless the said fee is paid by the suppliers. EMD and Tender Fee is mandatory for all bidders.

3) **Security Deposit:** The successful bidder to whom the purchase order is given shall be required to deposit an amount equivalent to 5% of total value of purchase order (inclusive of all taxes, duties etc) as security deposit within 7 days from the date of receipt of purchase order. The security deposit will not carry any interest which shall be refunded after supply and successful installation of the system. If the bidder fails to keep the security deposit, then the second lowest quoted bidder will be issued the similar purchase order or the University with holds the total authority for the necessary action to be taken. The Security deposit will be forfeited if the supplier fails to execute the purchase order .

4) **Cancellation of Purchase Order:-** University reserves the right to cancel the purchase order in case bidder fails to e-Tender documents for Supply and Installation of Photocopier Machine with buy back of old Photocopier Machine within the stipulated time, The University reserves the right to go for next lowest tenderer or other appropriate action will be taken.

If due to the above mentioned reason purchase order is canceled, earnest money and security deposit shall be forfeited and also the tender may be allotted to the next lowest tender or the *university* reserves the right to take any other appropriate decision including legal action against the bidder to whom purchase order was given.

5) The Bid E.M.D. will be forfeited :

- a) If the bidder withdraws his bid during the period of bid validity specified in the bid.
- b) In case of successful bidder.
  - i) Fails to sign the contract/ agreement in accordance with the terms of the tender documents.
  - ii) Fails to furnish required performance security in accordance with the terms of tender document within the time frame specified by the tenderer.
  - iii) Fails or refuses to honor his own quoted price for the product offer.

6) **The successful bidder is required to execute an agreement on Rs.200/- stamp paper with his own cost. The agreement should be registered with notary. (As per Annexure-G)**

7) Conditional e-tender shall not be accepted.

8) **Performance Bank Guarantee:** The Successful bidder will have to submit the performance Bank guarantee along with invoice equivalent to 5% of total value of invoice towards performance bank guarantee for the period of 60 days beyond warranty period. The Bank Guarantee will be forfeited if the supplier fails / refuse to provide the satisfactory services during the period of warrantee. **(As per Annexure-H )**

9) **F.O.R :** -The rates quoted should be F.O.R the University Campus (delivery to be given to concerned department of KBCNMU, Jalgaon. **As per Annexure-I**) The rate quoted by the bidder should inclusive of all the taxes, duties, installation and freight, Insurance, etc.

- 10) **Payment:** 100% payment shall ordinarily be made within 30 days after satisfactory installation and report received from technical authority appointed by the University or concerned school/administrative H.O.D/officer.
- 11) **Delivery Period:** - The e-tender documents for Supply and Installation of Photocopier machine must be supplied within 4-6 weeks from the date of receipt of purchase order. If the successful bidder fails to deliver goods/material within the period prescribed for delivery, the University will entitle to recover penalty as liquidated damages @ 0.5% of total value of invoice each week or parts thereof during which the delay of such stores delays subject to maximum in limit of 5%.
- 12) **Warranty :-** The bidder should clearly mention the period of standard warranty for each items of Photocopier machine.
- 13) Only online e-tender submit through Government of Maharashtra portal for e-procurement will be consider. (<https://mahatenders.gov.in> )
- 14) Tender offer must be valid for a period of minimum 180 days from the date of opening of financial bid (BOQ). Any offer failing short of the validity period is liable for rejection.
- 15) Bidder shall quote for “e-tender Documents For Supply and Installation of Photocopier Machine with buy back of old Photocopier Machine” as per technical specifications provided in the tender documents.
- 16) Only well-known brand of E-Tender Documents For Supply and Installation of Photocopier Machine with buy back of old Photocopier Machine should be quoted and assembled brands are not eligible for this e-tender. It will be the prerogative of the University to select the brand/company on the basis of technical specifications, past experience regarding performance of the brand, market reputation of the brand etc.
- 17) The e-tenderers are requested to read the tender document carefully and ensure to comply with all the instructions herein. Non-compliance of the instructions contained in this document may disqualify the tenderer from the tendering exercise.
- 18) Provide technical data sheets/Literature/product brochure of each item along with the tender offer.
- 19) The University is not to bind to accept lowest tenders and University reserves the right to accept or reject, cancel, any or all the tenders from any or all the parties without assigning reason thereof.
- 20) Offer should be complete in all respect. Incomplete offers would not be entertained.
- 21) The University is looking for well proven branded products conforming to ISO 9002 etc. which are volume produced and are used by a large number of users in India/Abroad. All products quoted should be associated with specific model numbers and names and with printed literature describing configuration and functionality.
- 22) **Safe & Security** of all equipments shall be the responsibility of the vendor till completion of work as per the Purchase Order.
- 23) The successful bidder should submit a printed original bill with GST mentioning the University’s GST no.27AAAJN0465A1ZL while submitting the payment. proof of payment of the GST amount in the bill will be required to be submitted to the government. the payment will be made after 30 days after the recommendation of concern department (if required technical committee) regarding the satisfactory performance of work.



- 24) **ARBITRATION** : The indenter/buyer and the Vendor shall make every effort to resolve amicably, by direct negotiation, any disagreement or dispute arising between them under or in connection with the any of the or part of the terms and conditions of the contract. Parties may refer the disagreement to honorable Vice Chancellor of the University and his decision will be binding on both the parties.

If within thirty days from the commencement of such negotiations, the indenter /buyer and the Vendor have been unable to resolve dispute amicably, the parties agree that in respect of those matters, as are not defined in the terms and conditions of this Dispute Resolution Clause, or anywhere else in the Contract, the same shall be decided and settled by mutually appointed third party Arbitrator, in accordance with the Arbitration and Conciliation Act, 1996 and the amendments thereof as in operation on the date of execution of the Contract. As a sole arbitrator,his decision shall be final and binding on both the parties.

The place of Arbitration shall be Jalgaon and all costs relating to the Arbitration proceedings shall be borne equally by both the parties. The parties agree that the language for making all the documentation, decisions, orders and resolutions will be English.

- 25) Jurisdiction: The courts at Jalgaon alone will have the jurisdiction to try any Matter, dispute or reference between parties arising out of this tender / contract. It is specifically agreed that no court outside and other than Jalgaon court shall have Jurisdiction in the matter.
- 26) The University reserves the right to delete/increase/decrease items from the schedule of requirement specified in the tender.

**( CA Ravindra N.Patil )**  
**Finance and Accounts Officer**

**TECHNICAL SPECIFICATIONS OF  
Supply and Installation of Photocopier Machine with buy back of old Photocopier Machine**

Technical Specifications		Qty.
Machine Type	A3 Monochrome Laser Multifunctional	01
Core Functions	Print, Copy, Scan, Universal Send, Store & Optional Fax	
Processor	Custom Dual Processor	
Copy/Print Speed (Letter)	Up to 75 ppm	
Control Panel	Standard : 25.654cm (10.1in) TFT LCD WSVGA Colour Touch Panel	
Memory (RAM)	Standard: 3.0 GB RAM	
Hard Disk Drive	Standard: 320 GB	
Interface Connection	Standard: 1000Base-T/100Base-TX/10Base-T Wireless LAN Optional: NFC,Bluetooth Low Energy	
Printing From Mobile & Cloud	Airprint, Mopria,Google Cloud Print, uniFLOW Online	
Print Features	Secured Print, Secure Watermark,Scheduled Printing ,Print Date	
Operating System	UFR II : Windows Server2012/Server2012 R2 / Server2019,Mac OS X (10.10 or later ) PPD : Windows 7/8.1/10 ,Mac OS X 9 ( 10.9 or later )	
Send Resolution ( dpi )	Push up to 600 x 600 , Pull up to 600 x 600	
Universal Send Features	Erase Frame, Job Build, Delayed Send, Job Done Notice Subject/ Message, Reply-to, E-mail Priority, TX Report, Original Content Orientation, Skip Blank Pages	
Memory Backup	Yes	
Paper Supply Capacity (A4, 80gsm)	Standard: Dual 1,500-sheet Paper Drawers, Dual 550-sheet Paper Cassettes, 100-sheet Stack Bypass,Maximum: 7,700 Sheets (with Paper Deck Unit Option)	
Page Description Language	Standard :UFR II, PCL6	
Direct Print (RUI)	Standard: TIFF, JPEG,Optional: PDF, EPS †, XPS†	
Supported OS	UFR II, PCL 5e/6, Adobe PS 3: Clustering Server, Citrix, Macintosh® (OS X 10.5.8 or later, UFR II and PS 3 only), VMware, SAP (PS and PCL Only)	
Communication protocol	File: FTP (TCP/IP), SMB (TCP/IP), WebDAV,E-mail/I-Fax: SMTP, POP3, I-Fax (Simple, Full)	
Platform		
Modem Speed	Super G3: 33.6 Kbps	
Compression Method	MH, MR, MMR, JBIG	
Memory backup	Standard: USB Memory,Optional: SD, SDHC, CompactFlash, Memory Stick, Microdrive	
Store	100 Mail Box, Advance Box 16GB ,	
Security	Authentication And Access Control, Document Security , Network Security.	
Barcode Printing	Barcode Printing Kit-D1	
Direct Print	PDF1.7, EPS, TIFF6, JDF1.4/JMF (Optional)	
Processor Speed	Intel Pentium G4400 (3.3GHz)	
Scanning Software	Network ScanGear	

Technical Specification		Qty
Copy Speed (BW/CL)	45 ppm	04
Machine Type	A3 Monochrome Laser Multifunctional	
Core Functions	Print, Copy, Scan, Send and Optional Fax	
Control Panel	7 inch TFT LCD WVGA Colour Touch panel	
Memory (RAM)	Standard: 2.0GB RAM	
Storage	Standard: 64GB eMMC (available space 30GB) Optional: 256GB SSD	
Interface Connection	Network : Standard: 1000Base-T/100Base-TX/10Base-T, Wireless LAN (IEEE 802.11 b/g/n Others- Standard: USB 2.0 (Host) x2, USB 2.0 (Device) x1	
Paper Supply Capacity	(100 sheets Multi-purpose tray, 2 x 550 sheets paper cassette) Maximum: 2,300 sheets (with Cassette Feeding Unit-AW1)	
Page description languages	Standard: UFR II, PCL6 Option: Adobe PostScript 3	
Direct Print (RUI)	PDF, EPS, TIFF/JPEG, XPS	
Printing from mobile and cloud applications	AirPrint, Mopria, Canon PRINT Business, uniFLOW Online and Universal Print	
Operating System	UFR II: Windows® 10/11/Server2012/Server2012 R2/Server2016/Server2019/Server2022, macOS(10.13 or later)	
Multiple Copies	Up to 9,999 copies	
Pull Scan Specifications	Colour Network ScanGear2. For both TWAIN and WIA	
Destination	Standard: E-mail/Internet FAX (SMTP), SMB, FTP, WebDAV Optional: Super G3 FAX	
Address Book	LDAP (2,000)/ Local (1,600) /One-touch (200)	
Communication protocol	FTP: (TCP/IP), SMB3.1.1 (TCP/IP), WebDAV Email/iFax: SMTP(send), POP3(receive)	
Modem Speed	Super G3: 33.6 kbps	
Compression Method	MH, MR, MMR, JBIG	
Memory backup	Yes	
OTHER ACCESSORIES- SUPPLIES	Cassette Feeding Unit-AW1, Inner 2Way Tray-M1,	

Technical Specifications		Qty
Copy Speed (BW/CL)	25 ppm	03
Machine Type	A 3 Monochrome e Laser Multifunctional	
Core Functions	Print, Copy, Scan, Send and Optional Fax	
Control Panel	7 inch TFT LCD WVGA Colour Touch panel	
Memory (RAM)	Standard: 2.0GB RAM	
Storage	Standard: 64GB eMMC (available space 30GB) Optional: 256GB SSD	
Interface Connection	Network : Standard: 1000Base-T/100Base-TX/10Base-T, Wireless LAN (IEEE 802.11 b/g/n) Others- Standard: USB 2.0 (Host) x2, USB 2.0 (Device) x1	
Paper Supply Capacity	(100 sheets Multi-purpose tray, 2 x 550 sheets paper cassette) Maximum: 2,300 sheets (with Cassette Feeding Unit-AW1)	
Page description languages	Standard: UFR II, PCL6 Option: Adobe PostScript 3	
Direct Print (RUI)	PDF, EPS, TIFF/JPEG, XPS	
Printing from mobile and cloud applications	AirPrint, Mopria, Canon PRINT Business, uniFLOW Online and Universal Print	
Operating System	UFR II: Windows® 10/11/Server2012/Server2012 R2/Server2016/Server2019/Server2022, macOS(10.13 or later)	
Multiple Copies	Up to 9,999 copies	
Pull Scan Specifications	Colour Network ScanGear2. For both TWAIN and WIA	
Destination	Standard: E-mail/Internet FAX (SMTP), SMB, FTP, WebDAV Optional: Super G3 FAX	
Address Book	LDAP (2,000)/ Local (1,600) /One-touch (200)	
Communication protocol	FTP: (TCP/IP), SMB3.1.1 (TCP/IP), WebDAV Email/iFax: SMTP(send), POP3(receive)	
Modem Speed	Super G3: 33.6 kbps	
Compression Method	MH, MR, MMR, JBIG	
Memory backup	Yes	
OTHER ACCESSORIES-SUPPLIES	Cassette Feeding Unit-AW1, Inner 2Way Tray-M1,	

**Information of the Bidder**

Sr.No.	Particular	
1	Name of the Company/ Organization	
2	Registered office Address, Telephone no., and E-mail ID	
3	Correspondence / Contact Address. Details of contact person name, designation, address, mobile no & e-mail ID.	
4	Type of the Organization /(Proprietary / Partnership/ Pvt. Ltd./PSU/Govt./Public Ltd) certified copy in respect of registration must be enclosed	
5	Year of establishment and Experience in business (In number of years)	
6	Annual Turnover	2020-21 2021-22 2022-23
7	G.S.T. Registration No.	
8	PAN Card No.	
9	Details of Bank – Name of Bank Type of Account Account Number IFSC Code MICR no.	
10	Capacity in which the bidder has signed the bid	
11	Authorisation letter from OEM in case of bidder is authorized Dealer/Distributors of OEM.	

Signature & Seal of the Tenderer

**Certificate of Annual Turn Over**

(Print on letterhead of company / firm/ dealer/ distributor/ shop etc.)

Sr.No.	Financial year	Annual turnover (In Lac)
1	2020- 21	
2	2021-22	
3	2022-23	
4	Average Turnover	

Seal & Signature of the  
Chartered Accountant

Seal & Signature of the  
bidder authorized representative

**Manufacturers Authorization Form**

Ref.No./

Date: / /2024

To,  
The Finance & Accounts officers,  
KavayitriBahinabai Chaudhari North Maharashtra University,  
Post Box No.80,  
Umavinagar, Jalgaon.

Subject : **Authorization letter for tender for**  
'Supply and Installation of Photocopier Machine with buy back  
of old Photocopier Machine.'

Ref.No. : KBCNMU/8/ET/Photocopier/432/2024DATE- 19.09.2024

Dear Sir,

This is with reference to above subject of procurement “ Supply and Installation of Photocopier Machine with buy back of old Photocopier Machine.” for your University. We would like to authorize M/s. \_\_\_\_\_ who is a business associate / partner of OEM/ authorized distributors /authorized dealers in India to participate in the above tender and execute the same if awarded.

We here by extended our full support as per terms and conditions of the tender and the contract for the services offered against this invitation for tender offered by the M/s. \_\_\_\_\_ We here by commit to the tender terms and conditions and will not withdraw our commitment during the process and/ or during the period of contract.

Thanking you,

Yours faithfully,

Name of the company and seal  
Name, Signature and Designation  
of the person

**Note :-** The Manufactures Authorization form must be signed by competent authority of the manufacturer.

**DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER.**

**(To be executed & attested by Public Notary / Executive Magistrate on Rs.200/- non judicial Stamp paper by the bidder)**

I / We \_\_\_\_\_ Manufacture / Partner(s)/ Authorized Distributor /agent of M/S. \_\_\_\_\_ hereby declare that the firm/company namely M/s. \_\_\_\_\_ has not been blacklisted or debarred in the past by Union / State Government or by any other organization from taking part in tenders in India.

Or

I / We \_\_\_\_\_ Manufacture / Partner(s)/ Authorized Distributor/agent of M/s. \_\_\_\_\_ hereby declare that the Firm/ company namely M/s. \_\_\_\_\_ was blacklisted or debarred by Union / State Government or any Organization from taking part in tenders for a period of \_\_\_\_\_ years w.e.f. \_\_\_\_\_ to \_\_\_\_\_. The period is over on \_\_\_\_\_ and now the firm/company is entitled to take part in tenders.

In case the above information found false I / we are fully aware that the tender/ contract will be rejected/cancelled by University and EMD / SD shall be forfeited. In addition to the above , University will not be responsible to pay the bills for any completed / partially completed work.

DEPONENT

Name \_\_\_\_\_

Address \_\_\_\_\_

Attested:

(Public Notary / Executive Magistrate)



**Annexure –E**  
**COMPARATIVE CHART OF TECHNICAL SPECIFICATIONS OF**  
**Supply and Installation of Photocopier Machine with buy back of old Photocopier Machine.**

Sr. No	Name of Item	Specifications As per tender	Specifications offered by the bidder	Warranty offered	Make & Model
1	Machine Type	A3 Monochrome Laser Multifunctional			
	Core Functions	Print, Copy, Scan, Universal Send, Store & Optional Fax			
	Processor	Custom Dual Processor			
	Copy/Print Speed (Letter)	Up to 75 ppm			
	Control Panel	Standard : 25.654cm (10.1in) TFT LCD WSVGA Colour Touch Panel			
	Memory (RAM)	Standard: 3.0 GB RAM			
	Hard Disk Drive	Standard: 320 GB			
	Interface Connection	Standard: 1000Base-T/100Base-TX/10Base-T Wireless LAN Optional: NFC,Bluetooth Low Energy			
	Printing From Mobile & Cloud	Airprint, Mopria,Google Cloud Print, uniFLOW Online			
	Print Features	Secured Print, Secure Watermark, Scheduled Printing ,Print Date			
	Opreating System	UFR II : Windows Server2012/ Server2012 R2 / Server2019,Mac OS X (10.10 or later ) PPD : Windows 7/8.1/10 ,Mac OS X 9 ( 10.9 or later )			
	Send Resolution ( dpi )	Push up to 600 x 600 , Pull up to 600 x 600			
	Universal Send Features	Erase Frame, Job Build, Delayed Send, Job Done Notice Subject/ Message, Reply-to, E-mail Priority, TX Report, Original Content Orientation, Skip Blank Pages			
	Memory Backup	Yes			
	Paper Supply Capacity (A4, 80gsm)	Standard: Dual 1,500-sheet Paper Drawers, Dual 550-sheet Paper Cassettes, 100-sheet Stack Bypass,Maximum: 7,700 Sheets (with Paper Deck Unit Option)			
	Page Discription Language	Standard :UFR II, PCL6			
	Direct Print (RUI)	Standard: TIFF, JPEG,Optional: PDF, EPS †, XPS†			
	Supported OS	UFR II, PCL 5e/6, Adobe PS 3: Clustering Server, Citrix, Macintosh® (OS X 10.5.8 or later, UFR II and PS 3 only), VMware, SAP (PS and PCL Only)			
Communication protocol	File: FTP (TCP/IP), SMB (TCP/IP), WebDAV,E-mail/I-Fax: SMTP, POP3, I-Fax (Simple, Full)				
Platform					
Modem Speed	Super G3: 33.6 Kbps				
Compression Method	MH, MR, MMR, JBIG				

Sr. No	Name of Item	Specifications As per tender	Specifications offered by the bidder	Warranty offered	Make & Model
	Memory backup	Standard: USB Memory,Optional: SD, SDHC, CompactFlash, Memory Stick, Microdrive			
	Store	100 Mail Box, Advance Box 16GB ,			
	Security	Authentication And Access Control, Document Security , Network Security.			
	Barcode Printing	Barcode Printing Kit-D1			
	Direct Print	PDF1.7, EPS, TIFF6, JDF1.4/JMF (Optional)			
	Processor Speed	Intel Pentium G4400 (3.3GHz)			
	Scanning Software	Network ScanGear			
2	Copy Speed (BW/CL)	45 ppm			
	Machine Type	A3 Monochrome e Laser Multifunctional			
	Core Functions	Print, Copy, Scan, Send and Optional Fax			
	Control Panel	7 inch TFT LCD WVGA Colour Touch panel			
	Memory (RAM)	Standard: 2.0GB RAM			
	Storage	Standard: 64GB eMMC (available space 30GB) Optional: 256GB SSD			
	Interface Connection	Network : Standard: 1000Base-T/100Base-TX/10Base-T, Wireless LAN (IEEE 802.11 b/g/n,Others- Standard: USB 2.0 (Host) x2, USB 2.0 (Device) x1			
	Paper Supply Capacity	(100 sheets Multi-purpose tray, 2 x 550 sheets paper cassette) Maximum: 2,300 sheets (with Cassette Feeding Unit-AW1)			
	Page description languages	Standard: UFR II, PCL6 Option: Adobe PostScript 3			
	Direct Print (RUI)	PDF, EPS, TIFF/JPEG, XPS			
	Printing from mobile and cloud applications	AirPrint, Mopria, Canon PRINT Business, uniFLOW Online and Universal Print			
	Operating System	UFR II: Windows® 10/11/Server2012/Server2012 R2/Server2016/Server2019/Server202macOS(10.13 or later)			
	Multiple Copies	Up to 9,999 copies			
	Pull Scan Specifications	Colour Network ScanGear2. For both TWAIN and WIA			
	Destination	Standard: E-mail/Internet FAX (SMTP), SMB, FTP, WebDAV Optional: Super G3 FAX			
	Address Book	LDAP (2,000)/ Local (1,600) /One-touch (200)			
	Communication protocol	FTP: (TCP/IP), SMB3.1.1 (TCP/IP), WebDAV,Email/iFax: SMTP(send), POP3(receive)			
	Modem Speed	Super G3: 33.6 kbps			
	Compression Method	MH, MR, MMR, JBIG			
	Memory backup	Yes			

Sr. No	Name of Item	Specifications As per tender	Specifications offered by the bidder	Warranty offered	Make & Model
	OTHER ACCESSORIES-SUPPLIES	Cassette Feeding Unit-AW1, Inner 2Way Tray-M1,			
3	Copy Speed (BW/CL)	25 ppm			
	Machine Type	A3 Monochrome Laser Multifunctional			
	Core Functions	Print, Copy, Scan, Send and Optional Fax			
	Control Panel	7 inch TFT LCD WVGA Colour Touch panel			
	Memory (RAM)	Standard: 2.0GB RAM			
	Storage	Standard: 64GB eMMC (available space 30GB)Optional: 256GB SSD			
	Interface Connection	Network : Standard: 1000Base-T/100Base-TX/10Base-T, Wireless LAN (IEEE 802.11 b/g/n Others- Standard: USB 2.0 (Host) x2, USB 2.0 (Device) x1			
	Paper Supply Capacity	(100 sheets Multi-purpose tray, 2 x 550 sheets paper cassette) Maximum: 2,300 sheets (with Cassette Feeding Unit-AW1)			
	Page description languages	Standard: UFR II, PCL6 Option: Adobe PostScript 3			
	Direct Print (RUI)	PDF, EPS, TIFF/JPEG, XPS			
	Printing from mobile and cloud applications	AirPrint, Mopria, Canon PRINT Business, uniFLOW Online and Universal Print			
	Operating System	UFR II: Windows® 10/11/Server2012/Server2012 R2/Server2016/Server2019/Server2022 macOS(10.13 or later)			
	Multiple Copies	Up to 9,999 copies			
	Pull Scan Specifications	Colour Network ScanGear2. For both TWAIN and WIA			
	Destination	Standard: E-mail/Internet FAX (SMTP), SMB, FTP, WebDAV Optional: Super G3 FAX			
	Address Book	LDAP (2,000)/ Local (1,600) /One-touch (200)			
	Communication protocol	FTP: (TCP/IP), SMB3.1.1 (TCP/IP), WebDAV, Email/iFax: SMTP(send), POP3(receive)			
	Modem Speed	Super G3: 33.6 kbps			
	Compression Method	MH, MR, MMR, JBIG			
	Memory backup	Yes			
	OTHER ACCESSORIES-SUPPLIES	Cassette Feeding Unit-AW1, Inner 2Way Tray-M1,			

Note : The above chart should be submitted on letter head of the OEM/ Dealer/Distributor / bidder.

Name, Signature and  
Seal of the  
OEM/ Dealer/ Distributor / bidder.

**Bidder's Declaration**  
**E-TENDER DOCUMENT FOR SUPPLY & INSTALLATION  
OF PHOTOCOPIER MACHINE WITH BUY BACK OF OLD  
PHOTOCOPIER MACHINE.**

Ref.No:- KBCNMU/8/ET/photocopier/432/2024, DATE-19.09.2024

I hereby certify that I have gone through all the information and terms and conditions stipulated in the tender document and hereby confirm to abide by the same. I also hereby certify that the rates quoted in financial/ commercial bid (BOQ) are not more than the rate charged to any other Institution/ Department / Organization.

Signature : -----

Name of signatory : -----

**Seal of the bidder**

**Sample copy of Agreement on Rs. 200/- Stamp Paper.**

(only successful bidder can use this format)

**Subject:- Agreement for the Supply and Installation of Photocopier Machine with buy-back of old photocopier machine.**

1. This agreement made on the \_\_\_\_ day of \_\_\_\_\_ 2024 between KBCNMU, Jalgaon (hereinafter called "the purchaser") of the one part and M/s. \_\_\_\_\_: (hereinafter called "the supplier") of the other part.  
Whereas the approved supplier has agreed with the purchaser to supply and install \_\_\_\_\_ (hereinafter called "the item") in the Purchase Order No:- 10000 \_\_\_\_ Dated / /202 as per the prices mentioned therein.
2. In ( ) the purchaser to the supplier as hereinafter mentioned the supplier here by \_\_\_\_\_ the supplier to Supply and Install \_\_\_\_\_.
3. The purchaser hereby covenants to pay the supplier in considerations of the supply of item required for the contract prices as may become payable under the provision of the contract at the time and in the manner prescribed by the contract.
4. The rate (Inclusive of all taxes) of item mentioned in Purchase Order No:- 10000 \_\_\_\_ Dt. / /202 will be valid for further \_\_\_\_ days for the supply of item mentioned in Sr.No. \_\_\_\_\_ to the purchaser.
5. Delivery of item will be within \_\_\_\_ weeks, from the date of receipt of purchase order. If the suppliers fail to deliver to University within the allotted delivery period as specified above the purchaser may procure goods or services similar to those un-delivered upon such terms and in such manner as it deems appropriate, from other firms and the supplier will be liable to the purchaser for excess cost, if any.
6. Payment will be made within 30 days after supply, satisfactory installation or demonstration and submission of performance security along with an agreement.
7. Warranty: All the item supplied under this rate contract will have warranty for \_\_\_\_ years from the date of satisfactory demonstration/installation.
8. Any deviation from the Terms and conditions mentioned above will imply disqualifications for the firm.

9. All sort of Legal dispute are subjected to Jalgaon Jurisdiction Only.
10. All other terms and conditions given in the tender will also be form part of this agreement.
11. All disputes arising out of this agreement and all question relating to the interpretation of this agreement shall be decided by the KBCNMU, Jalgaon and the decision of the K.B.C.N.M.U.Jalgaon in this regard shall be final.

In witness whereof of parties thereto have set their hand on the \_\_\_\_ day of \_\_\_\_\_ 201

\_\_\_\_\_

Signature

\_\_\_\_\_

Signature of Authorized Signatory.

Authorized signatory of K.B.C.N. M.U.,Jalgaon

Name : \_\_\_\_\_

Designation :- \_\_\_\_\_

Place: \_\_\_\_\_

Name of Firm Seal

Witness No. 1 :-

\_\_\_\_\_

Witness No. 2 :-

\_\_\_\_\_

ANNEXURE –H

**Sample copy of Performance Bank Guarantee (PBG)**  
**Rs.200/- Stamp Paper.**

(only successful bidder can use this format)

To,  
The Finance and Accounts Officer  
Kavayitri Bahinabai Chaudhari  
North Maharashtra University,  
Jalgaon

Whereas ----- (Name and Address of Supplier) (herein after called “the Supplier”) has undertaken, in pursuance of PO. No.10000----- Dt. --/---/202 (herein after called “the contract”) for providing services / supplying of Instrument / Laboratory Equipment \_\_\_\_\_ for Rs. \_\_\_\_\_ (herein after called the said Tender/Purchase Award order) of security deposit for fulfillment by said service provider of the terms and conditions contained in the said tender/purchase order on production of Bank Guarantee (5% of Total Purchase Order Value) for Rs. \_\_\_\_\_ (In words Rs. \_\_\_\_\_ Only) for providing services/ supply and Installation of \_\_\_\_\_ **(Instrument/ Equipment Name)**

And Whereas it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled/nationalized bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with and due performance of the contract.

We \_\_\_\_\_ **(Bank Name and Address)** a company incorporated and registered under Companies Act 1956 and a banking company within the meaning of section 5(C) of the Banking regulation act 1949 and having its registered office at **(Bank Name and Address)** **(indicate the name of the bank)** (hereinafter referred to as the Bank) have agreed to give the Supplier such a bank guarantee.

Now Therefore we hereby affirm that we are guarantor and responsible to you, on behalf of the supplier, up to total of Rs. \_\_\_\_\_/- **(Rupees: \_\_\_\_\_ only)** we hereby irrevocably and absolutely undertake to pay you immediately, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of Rs. \_\_\_\_\_/- **(Rupees: \_\_\_\_\_ only)** as aforesaid, without your needing to prove or to show ground or reasons for your demand or the sum of specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agreed that no change or addition to or other modification of the term of the contract to be performed there under or of any of the contract documents which may be made between you and supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

The Bank Guarantee shall be interpreted in accordance with the laws of India. The Guarantor Bank represents that this bank guarantee has been established in such form and such content that is fully enforceable in accordance with its terms as against the guarantor Bank in the manner provided herein.

The Bank Guarantee shall not be affected in any manner by reason of merger, amalgamation, restructuring or any other change in the constitution of guarantor Bank or the Supplier. The bank further undertakes not to revoke this guarantee during its currency except with the previous express consent of the Buyers in writing.

The Bank declares that it has power to issue this guarantee and discharge the obligations contemplated herein, the undersigned is duly authorized and has full power to execute this guarantee for and on behalf of the Bank.

This Guarantee shall be Valid up to and including the ----- day of -----

We have power to issue this guarantee in your favour under Memorandum and Articles of Association of our Bank and the undersigned has full power to do under the power of Attorney dated.

Notwithstanding anything contained herein

1. Our liability under this Bank Guarantee shall not exceed **Rs.-----/-**  
(Rupees \_\_\_\_\_ only)

2.

This Bank Guarantee shall be valid from **Date- . .202** up to.

3. Unless a suit for action to enforce a claim under guarantee is filed against us within 60 days from the date of expiry of Guarantee. All your rights under said guarantee shall be forfeited and we shall be relieved and discharged from all liabilities there after i.e. after 60 days from the date of expiry of this bank Guarantee.

We are liable to pay the guarantee amount or any parts thereof under this bank guarantee only and only if you serve upon us a written or demand on or before -----  
(date of expiry of Guarantee) at -----**(Bank Name and Address)**

**The Bank Guarantee expire on Date . .202**

Dated the -- day of \_\_\_\_\_ 2022

For \_\_\_\_\_ Bank

For \_\_\_\_\_ Bank

Authorized Signatory

Place:

Date:

Name:

Designation:

Authorized Signatory

Place:

Date:

Name:

Designation:



( ANNEXURE-I )

**Details description of Locationwise Supply and Installation of Photocopier Machine**

Sr.No	Name Of Department	Qty
1	Dean Office- (Commerce & Management)	01
2	Meeting & Record Department	01
3	Administration Department	01
4	Examination Department	02
5	Computer Center (Exam)	01
6	Affiliation Department	01
7	Assistant Registrar, O/o-University & College & Tribunal- Dr. Babasaheb Ambedkar Marathwada University Campus,Aurangabad	01
<b>Total</b>		<b>08</b>

**Description with buy back of old Photocopier Machine in various departments.**

Sr.No	Department	Make & Model	Year
1	Examination Deptt.	Canon- ir 3245	2009
		Canon- ir 3530	2010
		Canon- ir 3530	2010
		Canon-ir 2545	2011
		Canon- ir 2545	2011
2	Finance	Canon- ir 2230	2008
3	Affiliation	Canon- ir 2318	2011
4	Administration	Canon- ir 2520	2011
5	Shikshak Bhavan	Canon- ir 2230	2007
Total Nos of Photocopier Machine- 09			

(\* The above Old Photocopier Machine available in the University is for sale in the existing condition. )

# University Campus Map (ANNEXURE-J)

## Location Map of the Campus



Note : This map is not to the scale and should be referred for location references only.