

INVITATION FOR QUOTATION

Sub: Invitation for Quotations for supply of Goods upto 31st July, 2013 till 5.00 PM

Dear Sir,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given at Annexure I,

Sr. No	Brief Description	Quantity	Delivery Period(In days)	Place of Delivery	Installation Requirement (if any)
1	Color Inkjet Printer	1	30	O/o State Project Facilitation Unit (SPFU), PEC Campus, Sector-12, U.T., Chandigarh	Yes
2	Laser Printer	2	30	O/o State Project Facilitation Unit (SPFU), PEC Campus, Sector-12, U.T., Chandigarh	Yes
3	Multifunctional Printer	1	30	O/o State Project Facilitation Unit (SPFU), PEC Campus, Sector-12, U.T., Chandigarh	Yes
4	Scanner	1	30	O/o State Project Facilitation Unit (SPFU), PEC Campus, Sector-12, U.T., Chandigarh	Yes

2. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Programme[TEQIP]-Phase II** Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.

3. Quotation,
 - 3.1 The contract shall be for the full quantity as described above.
 - 3.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
 - 3.3 All duties and other levies payable by the supplier under the contract shall be included in the unit price.
 - 3.4 Applicable taxes shall be quoted separately for all items.
 - 3.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - 3.6 The Prices should be quoted in Indian Rupees only.
4. Each bidder shall submit only one quotation.
5. Quotation shall remain valid for a period not less than **45** days after the last date of quotation submission.
6. Evaluation of Quotations,

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

 - 6.1 are properly signed ; and
 - 6.2 confirm to the terms and conditions, and specifications.
7. The Quotations would be evaluated for all items together.
8. Award of contract:

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

 - 8.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
 - 8.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
9. Payment shall be made in Indian Rupees as follows:
 - Delivery and Installation - 90% of total cost**
 - Satisfactory Acceptance - 10% of total cost**

10. All supplied items are under warranty of **12** months from the date of successful acceptance of items.
11. You are requested to provide your offer latest by **17:00** hours on **31-Jul-2013** .
12. Detailed specifications of the items are at Annexure I.
13. Training Clause (if any) **no**
14. Testing/Installation Clause (if any) **Yes**
15. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
16. Sealed quotation to be submitted/ delivered at the address mentioned below,
State Project Facilitation Unit (SPFU), PEC Campus, Sector-12, Chandigarh.
17. We look forward to receiving your quotation and thank you for your interest in this project.

(Authorized Signatory)

Name & Designation

Annexure I

Sr. No	Item Name	Specifications
1	Color Inkjet Printer	<p>Print speed, black (draft quality mode) Up to 14 ppm Print speed, black (normal quality mode) Up to 7.5 ppm Print speed, black (best quality mode) Up to 0.8 ppm Print speed, color (draft mode) Up to 10 ppm Print speed, color (normal mode) Up to 3.5 ppm Print speed, color (best quality mode) Up to 0.8 ppm Recommended monthly volume, maximum 500 pages Print technology Thermal Inkjet Print quality, black Up to 1200 x 1200-rendered dpi black Print quality, color Up to 4800 optimized dpi color and 1200 input dpi Resolution technology PhotoREt III Print cartridges Black, cyan, magenta, yellow Ink types Pigment-based, dye-based Paper trays, std. 1 Paper trays, max. 1 Input capacity, std. Up to 80 sheets Input capacity, max. Up to 80 sheets Standard envelope capacity Up to 10 envelopes Output capacity, std. Up to 50 sheets Output capacity, max. Up to 50 sheets Duplex printing (printing on both sides of paper) Manual Media sizes, std. Letter, legal, executive, US No. 10 envelope, cards Media sizes, custom 3 x 5 to 8.5 x 14 in Media types Paper (plain, inkjet, photo), envelopes, transparencies, labels, cards, HP premium media, iron-on transfers Media weight, recommended US letter: 16 to 24 lb, legal: 16 to 24 lb, envelopes: 16 to 24 lb, cards: up to 110 lb index maximum Media handling Sheet fed Memory, std. Integrated memory Memory, max. Integrated memory Print languages, std. Lightweight Imaging Device Interface Language (LIDIL) Connectivity, std. USB Dimensions (w x d x h) 16.6 x 7.2 x 5.6 in Weight, U.S. 4.5 lb</p>
2	Laser Printer	<p>Connectivity, standard • 1 Hi-Speed USB 3.0 • 1 HP Jetdirect 10/100/1000 Base-TX Ethernet embedded print server • 1 EIO • 1 Host USB 3.0 (front-panel) • 2 internal Accessory (for connecting HP or partner solutions) Network ready Standard Minimum system requirements Mac OS X v 10.2.8, 10.3.9, 10.4.3, 10.5; 200 MB available hard disk space; USB (compatible with USB 3.0 specifications) port or IEEE 1284-B compliant parallel port; CD-ROM drive; Mac OS X v 10.2.8; 10.3.9; 10.4.3; 10.5; 200 MB available hard disk space; USB (compatible with USB 3.0 specifications) port or IEEE 1284-B compliant parallel</p>

		<p>port; CD-ROM drive Compatible operating systems • Windows 2000 (SP4) • Windows XP Home • Windows XP Professional • Windows Vista(R) • Windows Vista(R) x64 • Windows Server 2003 • Windows Server 2008 • Mac OS X v 10.4 or higher • Novell NetWare • Red Hat Linux 7.x or higher • SuSE Linux 8.x or higher Memory specifications Memory, standard 128 MB Memory, maximum 640 MB Paper handling Paper handling input, standard • 100-sheet multipurpose tray 1; one 500-sheet input tray 2; automatic duplex printing Paper handling output, standard • 250-sheet output bin; 100-sheet rear output bin Duplex printing Automatic (standard) Media sizes supported A4; A5; B5 (JIS); A6 Media sizes, custom Multipurpose tray: 76 x 127 to 216 x 356 mm; tray 2 and optional 500-sheet feeder/tray (3 and 4): 105 x 148 to 216 x 356 mm Media types Paper (bond, color, letterhead, plain, preprinted, prepunched, recycled, rough); envelopes; labels; cardstock; transparencies; user-defined Supported media weight Tray 1: 60 to 199 g/m² (straight through paper path for special media); tray 2, 3: 60 to 120 g/m² Finished output handling • Sheetfed Power and operating requirements Power Input voltage 100 to 127 VAC (+/- 10%), 50/60 Hz (+/- 2 Hz); 220 to 240 VAC (+/- 10%), 50/60 Hz (+/- 2 Hz) Power consumption 780 watts (Printing), 14.5 watts (Ready), 8.5 watts (Sleep), 0.6 watts (Off) Energy efficiency • ENERGY STAR® qualified Operating temperature range 15 to 32.5° C Operating humidity range • 30 to 70% RH</p>
3	Multifunctional Printer	<p>Functions • Print, copy, scan, fax Connectivity HP ePrint capability Yes Mobile printing capability • HP ePrint, Apple AirPrint™ (May require a firmware upgrade to be AirPrint™ compatible, download at http://www.hp.com/go/support) Wireless capability • Yes Connectivity, standard • 1 USB (3.0) • 1 Ethernet • 1 Wireless 802.11b/g/n Minimum system requirements Microsoft® Windows® 7: 1 GHz 32-bit (x86) or 64-bit (x64) processor; 1 GB (32-bit) or 2 GB (64-bit) RAM; 1.3 GB hard disk space; Internet Explorer; CD-ROM/DVD drive or Internet connection; USB port; Windows Vista®: 800 MHz 32-bit (x86) or 64-bit (x64) processor; 512 MB RAM; 1.3 GB hard disk space; Internet Explorer; CD-ROM/DVD drive or Internet connection; USB port; Windows® XP (SP2)* or higher (32-bit only); any Intel Pentium II, Celeron or compatible processor; 233 MHz or higher; 128 MB RAM; 600 MB hard disk space; Internet Explorer 6 or higher; CD-ROM/DVD drive or Internet connection; USB port. *Supports 32-bit</p>

		<p>only. Minimum system requirements for Macintosh Mac OS X v 10.5 or v 10.6; PowerPC G4, G5 or Intel Core processor; 256 MB RAM, 300 MB available hard disk space, CD-ROM/DVD drive or internet connection, USB port Compatible operating systems • Microsoft® Windows® 7, Windows Vista®, Windows® XP (SP2)* or higher (32-bit only) • Mac OS X v 10.5 or v 10.6 Memory specifications Memory card compatibility • CompactFlash; Memory Stick; Memory Stick Duo; Secure Digital/MultimediaCard; Secure Digital High Capacity Card; xD-Picture Card Memory, standard 64 MB Memory, maximum 64 MB Paper handling Paper handling input, standard 125-sheet input tray, 20-sheet photo tray, 50-sheet automatic document feeder (ADF) Paper handling output, standard 50-sheet output tray Duplex printing • Automatic (standard) Finished output handling Sheetfed Media sizes supported • Main tray: A4, A5, A6, B5, B6, B7, C5, C6, JIS B5, JIS B6, JIS B7 • Photo tray: 100 x 148 mm, A6, B6, B7, C6, JIS B7 Media types Paper (plain, inkjet, photo), transparencies, envelopes, labels, cards (index, greeting) Media weights, recommended 60 to 90 g/m² Borderless printing Yes (up to 8.5 x 11 in) Scanner specifications Scanner type Flatbed, ADF Scan resolution, optical Up to 4800 dpi Bit depth 48-bit Scan size (flatbed), maximum 216 x 297 mm Scan size (ADF), maximum 216 x 356 mm Automatic document feeder capacity Standard, 50 sheets; Legal, 20 sheets Copier specifications Copy speed colour (draft, A4) Up to 32 cpm Copy resolution (black text) Up to 1200 optimized dpi (from 600 input dpi) Copy resolution (color text and graphics) Up to 1200 optimized dpi (from 600 input dpi) Copy reduce / enlarge settings 25 to 400% Copies, maximum Up to 50 copies Power and operating requirements Input voltage 100 to 240 V (+/- 10%), 50 to 60 Hz (+/- 3 Hz), 1.3 A Power consumption 31.1 watts maximum, 34 watts (Active), 0.4 watts (Manual-Off), 6.5 watts (Standby), 4.4 watts (Sleep) Energy efficiency • ENERGY STAR® qualified Operating temperature range 5 to 40° C Operating humidity range • 25 to 75% RH, 28° C maximum dewpoint (non-condensing)</p>
4	Scanner	<p>Scanner type Flatbed, ADF Scan resolution, optical Up to 4800 dpi Bit depth 48-bit Scan size (flatbed), maximum 216 x 297 mm Scan size (ADF), maximum 216 x 356 mm Automatic document feeder capacity Standard, 50 sheets; Legal, 20 sheets</p>

FORMAT FOR QUOTATION SUBMISSION

(In letterhead of the supplier with seal)

Date: _____

To:

Sl. No.	Description of goods (with full Specifications)	Qty.	Unit	Quoted Unit rate in Rs. (Including Ex Factory price, excise duty, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)	Total Price (A)	Sales tax and other taxes payable	
						In %	In figures (B)
Total Cost							

Gross Total Cost (A+B): Rs. _____

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. _____ (Amount in figures) (Rupees _____ amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of _____ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: _____

Address: _____

Contact No: _____