



MATERIALS MANAGEMENT (Purchase) DIVISION

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सामग्री प्रबंधन (क्रय) विभाग

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BY SPEED POST

To,

WEB COPY

Dear Sir,

Offers are invited for the supply of **HP N9120 Document Flat Bed Scanner (A3 size)** at DGS&D Rate Contract terms and as per the terms & conditions given below: -

Item No.	Brief Description	Quantity Required
01	HP N9120 Document Flat Bed Scanner (A3 size); Detail technical specification as per Annexure I enclosed.	5 nos. (Five)

Terms and Conditions: -

Bidders are requested to read the following terms and conditions carefully before submitting the offer.

I	DETAILS OF TENDER :
a	TENDER ENQUIRY NO: CMPDI/MM/15-16/2058/BC/Flat Bed Scanner/34 Dated : 09.11.15
b	TYPE OF TENDER
c	DUE DATE & TIME OF SUBMISSION OF TENDER
d	DUE DATE & TIME OF OPENING OF COVER-I / TECHNO-COMMERCIAL BID OF THE TENDER
e	Due date and time of opening of price bid will be communicated to the techno-commercially acceptable bidders separately.

N.B.	Bidders or their Authorised Representative may attend the tender opening on the schedule date and time.
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II	The tender must be submitted in two-cover system as under:
MODE & METHOD OF SUBMISSION OF TENDER: - Tender must be submitted in duplicate and in sealed covers which must be super-scribed with the Tender Number and the date of opening. All the envelopes containing the tenders shall be properly sealed. Envelopes Stapled shall not be accepted. The tender is to be submitted in two parts, viz. Part-I & Part-II. All pages of the offer, including enclosures, should be signed and stamped.	

A	Part – I will contain the following documents: -
i	Copy of DGS&D R/C indicating technical specification of the Model offered for sale.
ii	Technical literature/ leaflet of the offered Model.
iii	List of Accessories to be supplied with each Scanner.
iv	Delivery Schedule: The scanners should be dispatched as early as possible, within the schedule indicated in the DGS&D R/C.
v	Acceptance of the following Payment Term for supply of scanners: <i>“100% payment shall be made after delivery and successful installation of the machines at the specified locations of CMPDI.”</i>
vi	Consignee: Depot Officer, CMPDI (HQ) Stores, Kanke Road, Ranchi.
vii	Paying Authority : The General Manager (F – Actt.), CMPDIL (HQ.), Gondwana Place, Kanke Road, Ranchi - 834 031, Jharkhand;
viii	Inspecting Authority: GM (ICT), CMPDI (HQ) or his authorised representative.
ix	Other Terms: As per DGS&D R/C.

B	Part – II will contain only the Schedule of Rates indicating the following: -
i	Unit price per scanner as per DGS&D R/C ruling on the date of despatch.
ii	Discount, if any.
iii	Taxes & charges applicable for delivery at Ranchi.
iv	Net Unit Price ex-Ranchi.
v	Quantity Offered.
vi	Total Price.

N.B. :	Copy of DGS&D R/C Price, in justification of the quoted price must be enclosed in Part-II.
	Part I & Part II: All pages of the offer along with the enclosures, printed leaflets / catalogue are to be submitted duly signed and stamped.

III	Validity of Offer: - The offer shall remain valid for acceptance for a period of 180 days from the date of opening of the tender.
IV	GUARANTEE / WARRANTY: - As specified in Annexure - I .
V	CMPDI reserves the right to vary the quantity of the tendered item(s). However, increase/decrease in the tendered quantity will be limited to a maximum of 20%.
VI	CMPDI reserves the right to cancel the enquiry, in part or whole, or to extend the due date of receipt of offer and/or opening of tender without assigning any reason thereof.
VII	CMPDI reserves the right to reject or accept any tender either in whole or in part without assigning any reason whatsoever.

ANNEXURE - I

TENDER ENQUIRY REFERENCE: CMPDI/MM/15-16/2058/BC/Flat Bed Scanner

Schedule of Requirement / Technical Specification		
Sl. No.	Item Description	Quantity Required
1.	HP N9120 Document Flat Bed Scanner (A3 size)	05 nos.
Technical Specification of Flat Bed Scanner (A3 size)		
Scanner Type	A3 Flatbed Color Scanner with ADF	
Resolution	600 dpi or higher	
Interface	USB	
ADF Capacity	100 sheets or higher with Duplex Scanning	
Compatibility	Windows 7, Windows 8	
Accessories	Scanning software, Necessary Power Adaptor, Connecting Cables and Drivers	
Warranty and AMC	03 years onsite Comprehensive OEM Warranty	

DISTIBUTION OF QUANTITY:

Sl. No.	Description	Quantity Reqd.	Installation Point & Quantity (Nos.)	
			CMPDI, HQ, Ranchi	CMPDI, RI-VII, Bhubaneswar
1.	Document Flat Bed Scanner (A3 size)	05	04	01
Address of the locations where the Bidder will install the machines and provide 03 years on site Comprehensive OEM Warranty:-				
1.	CMPDI, HQ, Ranchi;			
2.	CMPDI, Regional Inst.-VII, Gruha Nirman Bhawan, Sachivalaya Marg, Bhubaneswar – 751 001.			
N.B.:	Name, Address and telephone no., from where the Bidder will provide 03 years on site Comprehensive OEM Warranty for the machines installed at the above location may please be specified in Part I of the offer.			

Sd/-
SIGNATURE OF ISSUING AUTHORITY