



GOVERNMENT OF INDIA

Ministry Of Finance

Department Of Revenue

**OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL EXCISE
CHENNAI I COMMISSIONERATE**

26/1 Mahatma Gandhi Road, Nungambakkam, Chennai – 600 034

C.No. IV/16/4/2015-Systems

Dated: 16/11/2015

TENDER DOCUMENT INVITING QUOTATIONS

FOR PURCHASE OF PRINTERS / ALL-IN-ONE (PRINT, SCAN, COPY & FAX)

Sealed Tenders are invited from prospective bidders having reputation and experience in the concerned field for supply of the following items for installation and for the use of Central Excise Chennai I Commissionerate;

S.No	Item Description	Quantity in Nos.
1	Printer (All-in-One HP Laserjet Pro MFP M128FN) Any Reputed Brand, Preferably HP Brand with Warranty of 3 years Specification : Printer Type: Laser, Mono/Colour: Mono, Minimum Printing Speed (ppm): 18, Category: Simplex,ADF/DADF: ADF, Networking: Yes, Fax: YES	1
2	LaserJet Printers (Model HP LaserJet 1020 Plus , or similar types) Any Reputed Brand, Preferably HP Brand with Warranty of 3 years Specification : Model Series - LaserJet 1020 Plus or Similar series Type – Single Function Internal Memory – 2 MB Functionality – Print Printing & Output – Laser & Monochrome Max Print Resolution – 600 x 600 dpi Duty Cycle Monthly (A4) – 5000 pages Print Speed Mono – 14 ppm Compatible Black Cartridge – HP LaserJet Print cartridge USB Connectivity Input / Output Tray Capacity – 150 / 100pages	14

The Sealed Tender should be addressed to The Principal Commissioner, Central Excise Chennai I Commissionerate, 26/3 Mahatma Gandhi Road, Nungambakkam, Chennai – 600034.

Terms and conditions

1. The above quantity is indicative. The Department reserves the right to increase or decrease the actual quantity required.
2. The bidders should have a full fledged registered after sales service organization and should be capable of handling on-site service during the period of warranty and offer extended protection plan for an additional 2 years post warranty on All India Basis.
3. The items supplied should have 3 years onsite warranty period. They should mention the warranty / guarantee period for free servicing and replacement of parts of the product etc.
4. Bidders should have a good track record of supplying these items to Government Departments and having past experience of dealing in these items.
5. **The bidders should be able to offer credit for a minimum period of 60 days. Payment will be released post supply, after installation and proper working condition of the systems.**
6. **The actual list of procurement of the goods will be given at the time of placing orders.**
7. All items should be of a reputed brand or of same specifications and the bidder has to furnish Quality Assurance Certificate along with invoice and goods.
8. The intended bidders may quote the offer price per item inclusive of all taxes and sundry. They should also quote the delivery schedule.
9. The items supplied must be of original make and should be supplied in original packed condition.
10. **Bidders can also supply goods under DGS&D Rate contract. They should mention the prices separately if supplied under rate contract.**
12. The bidders are required to submit in two bids; (i) Technical Bid as per Annexure I consisting of details about his experience in the field, the organizations for which he is providing such services, details regarding compliance of statutory laws, email id, phone no., contact address etc., and (ii) Financial/Commercial bid as per Annexure II consisting of rate /quote. The Technical Bid and Financial Bid should be submitted in two separate sealed envelopes. Bids are liable for rejection if not sealed properly.
11. Sealed Tenders should be addressed to The Principal Commissioner, Central Excise Chennai I Commissionerate, 26/4 Mahatma Gandhi Road, Nungambakkam, Chennai – 600 034.
12. The sealed tender covers should be super scribed as **“Quotations for supply of PRINTERS / ALL-IN-ONE (PRINT, SCAN, COPY & FAX)”** and should reach this office within 14 days from the date of issue of this notification. The last date for receipt of sealed tenders is 30.11.2015 before 3-30 pm.

Encl : Annexure I & II


16/11/2015
JOINT COMMISSIONER

To

All the PROs of Chennai I / II / III / IV & Service Tax, Commissionerates for placing on Notice Boards.

Copy to :

Superintendent (Computers), Chennai I Commissionerate, for placing on Departmental Website.

Webmaster, CBEC for placing on <http://cbec.gov.in>

ANNEXURE – I

TECHNICAL BID

1. Name :
2. Address :
3. Contact No. / Mobile No./Email id, :
4. Authorized persons :
5. Registration of Certificate :
State/Central like VAT / Service Tax
Etc. (Copies to be enclosed)
6. Valid certificate of Authorization of :
O.E.M / authorized dealers
(Copies to be enclosed)
7. Experience of Supply :
(Minimum 3 years – Relevant Evidence
to be enclosed)
8. Whether Supplied to Government, :
Public Sector Undertakings with details
of such supply. (Copies to be enclosed)
9. Contact details of person(s)/firm (s) :
for provision of warranty services.
10. Catalogue / Literature / Detailed :
specifications of items being supplied
to be enclosed.

Place :

Date :

Signature with stamp

ANNEXURE – II

FINANCIAL BID

S.No.	Item Particulars Brand / Model No. / Detailed Specification	Quantity	Unit Value in Rs. (Incl. of Taxes)	Total in Rs.
1	All-in-One (MDF) (Print, Scan, Copy & Fax)			
2	LaserJet Printers HP1020 Plus or Similar models			

Place :

Date :

Signature with stamp