



भारत सरकार
विद्युत मंत्रालय
केन्द्रीय विद्युत प्राधिकरण
Central Electricity Authority
सूचना प्रौद्योगिकी प्रभाग
Information Technology Division
सेवा भवन, आर. के. पुरम-1, नई दिल्ली-110066
Sewa Bhawan , R.K Puram-I, New Delhi-110066
(टेलीफैक्स: 011-2673 2303)



ISO 9001:2008

वेबसाइट / Website : <http://www.cea.nic.in>

सं.: CEA/GO&D/IT/Printers/2011-12/84-93

दिनांक:13.01.2012.

To,

As per list attached.

Subject: Limited Tender Enquiry for Supply of A4 Size Multifunctional (Print, Copy, Scan & Fax) Colour Laser Printer, A4 Size Multifunctional Colour Inkjet Printer, A0 Size Colour Plotter and A3 Size Colour Scanner along with their accessories in CEA.

Sir,

Sealed tenders are invited from eligible vendors for supply & commissioning of **6(six) A4 Size Multifunctional Colour Laser Printer, 3(Three) A4 Size Multifunctional Colour Inkjet Printer, 1 (one) A0 Size Colour Plotter and 1(One) A3 Size Scanner along with their accessories as per specifications given in Annexure-I.**

1. Eligibility Criteria

- A bidder should be a manufacturer itself or an authorized distributor of the OEM of the items being quoted. Documentary evidence in support of this need to be attached in Part-I of the bid.
- A document approving the bidder to bid for this particular tender from OEM must also be enclosed.
- Documentary evidence of the firm's PAN and TIN / VAT registration must be furnished in Part-I of the bid.
- Only those firms, which would be able to supply all the equipments and spare consumables covered in this tender, would be eligible for bidding. **Bids containing quotations for partial equipment shall be summarily rejected.**

2. The tender should be submitted in two parts as under:

Part-I: Pre-qualification & Technical Bid documents

- Earnest Money Deposit (EMD) as per clause 6 below.
- Supporting documents fulfilling eligibility criteria mentioned in clause 1 above. **In the absence of any of the requisite documents, the bid may be summarily rejected.**
- Bidder's Details (duly signed & stamped) as per Annexure-II.
- Specifications of the equipments being offered and deviation therein in the formats given at Annexure-III.
- Necessary detailed technical write-up highlighting the features of the sub-assemblies of the system offered along with supporting technical brochures / catalogues.

Part-II: Price Bid

Price bid as per Annexure-IV of this tender.

3. The tender should be prepared in **two separate inner sealed covers**, each containing documents mentioned above under Part I and Part II and these covers should be superscribed as **“Prequalification & Technical Bid Documents”** and **“Price Bid”** respectively. **These two inner sealed covers should be put in a separate sealed cover** and super-scribed as **“Tender for Supply of Printers, Plotter and Scanner for CEA”**.
4. Tender must contain the names, office addresses including e-mail addresses, telephone number(s) of the authorized person(s) with their signatures in Annexure-II. **Unsigned and unstamped tender may not be accepted.**
5. All pages of the bid being submitted must be signed and sequentially numbered by the bidder.
6. **Earnest Money Deposit (EMD)**
 - a. All bids must be accompanied by **Earnest Money Deposit of ₹40,000/- (Rupees Forty Thousand only)** in the form of Demand Draft / Banker’s cheque drawn in favour of **D.D.O, C.E.A, payable at New Delhi** without which the bid would be summarily rejected as non-responsive. However, the firms exempted from depositing the EMD should enclose the necessary documentary evidence against this exemption.
 - b. Unsuccessful bidder’s EMD will be returned within 30 days of finalization and placement of order on the successful bidder.
 - c. The successful bidder’s EMD will be returned after receipt of Performance Bank Guarantee as per clause 7 of the terms and conditions (Annexure-V) of this tender.
 - d. No interest is payable on the EMD.

7. **Period of Bid Validity**

Bids shall remain valid for 120 days after the date of bid opening. **Any bid, valid for a shorter period than the period specified, shall be rejected** as non-responsive.

8. **General Terms & Conditions**

The other terms and conditions of the tender shall be as per Annexure-V of this tender.

9. **Last Date & Time for the receipt of Bids**

The last date for receipt of Bids is **6th February, 2012 till 1500 Hrs.** Technical Bids will be opened on the same day at **1530 Hrs.** Price Bids of only those bidders whose Technical bids meet the technical specifications and other terms & conditions given in this tender, will be opened at a later date, which will be intimated to the Technically qualified bidders separately after detailed scrutiny of the technical bids.

10. **Submission of Bids**

The completed bids may be dropped in the Tender Box superscribed with **“Tenders for supply of Printers, Plotter & Scanner for CEA”** placed at the reception of Sewa Bhawan, R.K. Puram-I, New Delhi, or may be sent by registered / speed post to the **Director (IT), Room No. 606 (North), 6th floor, Sewa Bhawan, R. K. Puram, Sector-1, New Delhi 110 066.**

11. **Late Bids**

Any delay including postal delay, in receipt of Bid would be considered late submission of Bid and such bid will be rejected. Mere handing over of the Bidding document at the Reception counter or at any other counter or room or person shall not be considered submission of Bid.

Enclosures:

1. Annexure I to V.

Sd/-
(Murari Lal)
Director (IT)

Technical Specification of A4 Size Multi Function Colour LASER Printer
Quantity Required: 06 (Six) with 06(Six) sets of spare cartridges

Sl. No.	Specification
1.	Function : Print, Copy, Scan, Fax
2.	Size : A4, Legal
3.	Media Support : Paper(Plain, Glossy, Photo), Transparencies
4.	Media Weights : 60 to 200 g/m ²
5.	Speed (Letter Size Paper) : Black:20 ppm or above, Colour:20 ppm or above
6.	Print Quality : 600 x 600 DPI or above
7.	Automatic Duplex Printing facility
8.	Internal Memory : 128 MB or Above
9.	Scan Type : Flatbed, Auto Document Feeder
10.	Fax : 33.6 Kbps or More
11.	Connectivity: Hi-Speed USB, Ethernet network Connectivity with RJ-45 Port, IPv6 compliant.
12.	Operating System : Full Software Installed Support on Microsoft Windows-All Version
13.	Energy Star compliant

Technical Specification of A4 Size Multi Function Colour INKJET Printer
Quantity Required: 03 (Three) with 06(Six) sets of spare cartridges

Sl. No.	Specification
1.	Function : Print, Copy, Scan, Fax
2.	Size : A4, Legal
3.	Media Support : Paper(Plain, Glossy, Photo), Transparencies
4.	Media Weights : 60 to 200 g/m ²
5.	Speed(Draft, Letter Size Paper): Black:30 ppm or above, Colour: 30 ppm or above
6.	Print Quality : 600 x 600 DPI or above
7.	Automatic Duplex Printing Facility
8.	Internal Memory : 64 MB or Above
9.	Scan Type : FLATBED, Auto Document Feeder
10.	Fax : 33.6 Kbps or More
11.	Connectivity: Hi-Speed USB, Ethernet network Connectivity with RJ-45 Port, IPv6 compliant.
12.	Operating System : Full Software Installed Support on Microsoft Windows-All Version
13.	Energy Star compliant

Technical Specification of A0 Size Colour Plotter
Quantity Required: 01 (One) (+) 02(Two) sets of spare cartridges
(+) 500 Sheets of A0 size (+) 02(Two) rolls of 42" width (+) Floor Stand

Sl. No.	Specification
1.	Print resolution: 2400 x 1200 DPI or better.
2.	Distance Accuracy: \pm 0.1% or better.
3.	Internal memory : 256 MB or Above, Convenient to Print CAD Documents
4.	Paper Handling: Single Sheet Feed, Roll Feed and Automatic Cutter
5.	Model Size: 42''.
6.	Stand : Stand, Bin & Spindle
7.	Driver : Optimized Window Driver for AUTOCAD 2011 and Higher
8.	Connectivity: Hi-Speed USB, Ethernet network Connectivity with RJ-45 Port, IPv6 compliant.
9.	Operating System : Full Software Installed Support on Microsoft Windows - All Versions
10.	Energy Star compliant

Technical Specification of A3 Size Colour DOCUMENT Scanner
Quantity Required: 01 (One)

Sl. No.	Specification
1.	Scanning Area : Up to A3 Size.
2.	Scan Type: Flatbed with Auto Document Feeder
3.	Optical Resolution: 600 x 600 DPI or higher
4.	ADF Scanning Speed(A4, 200 DPI): Monochrome: 50 ppm or higher. Colour: 50 ppm or higher.
5.	Connectivity: Hi-Speed USB 2.0 and others.
6.	Operating System : Full Software Installed Support on Microsoft Windows-All Versions
7.	Energy Star compliant

BIDDER'S PARTICULARS

1. Name of the Bidding firm	
2. Full Address & Contact Details of the firm	
3. Name of the Authorized Signatory	
4. Bidder's proposal number and date	
5. Name & address of the person to whom all references shall be made regarding this tender:	
(a) Telephone	
(b) Fax No.	
(c) E-mail	
(d) Mobile	
Witness:	Bidder:
Signature:	Signature:
Name:	Name:
Address:	Designation:
Company:	Company:
Date:	Date:
	Company Seal:

Technical Specification of offered A4 Size Multifunction Colour Laser and Inkjet Printers

Specification	Offered	
	A4 (Laser)	A4 (Inkjet)
Make		
Model		
Functions		
Size		
Media Support		
Media Weight		
Speed		
Print Quality		
Automatic Duplex Printing Facility (Yes/No)?		
Internal memory		
Flat Bed Scanner (Yes/No)?		
Auto Document Feeder (Yes/No)?		
Fax transmission speed		
Connectivity options (Mention All)		
IPv6 compliance(Yes/No) ?		
Supported Op. Sys. (Mention All)		
Energy Star compliant(Yes/No) ?		
Accessories		
3-Year Onsite Warranty (Yes/No)?		
Weight		
Spare cartridges	Six sets ? (Yes / No)	Six sets ? (Yes / No)
FSMA offer (Yes/No)?		
Special features (if any)		
Other Softwares (if any)		

Details of Technical Specifications of offered A3 Size Colour Document Scanner

Specification	Offered
Make	
Model	
Scan Size	
Flatbed Scanning (Yes/No) ?	
Auto Document Feeder(Yes/No) ?	
ADF Scan Speed : Monochrome	
ADF Scan Speed : Colour	
Optical Resolution	
Connectivity options(Mention all)	
3-Year Onsite Warranty(Yes/No) ?	
Supported Operating Systems(Mention All)	
Accessories	
Special / Addl. Features, if any	

Note : Please fill in all the above cells with the applicable information. No cell should be left blank or unmarked, or else it would be presumed that the offered equipment does not have the required feature / facility / specification.

Details of Technical Specifications of offered A0 Size Plotter

Specification	Offered
Make	
Model	
Print Resolution	
Plotting Speed	
Distance Accuracy	
Internal Memory	
Print Heads	
Single Sheet feed (Yes/No)?	
Roll feed (Yes/No)?	
Auto Paper Cutter (Yes/No)?	
Size	
Stand, Bin & Spindle (Yes/No)?	
Driver	
Connectivity options	
IPv6 Compliant (Yes/No)?	
3-Year Onsite Warranty (Yes/No)?	
Supported Operating Systems	
Spare cartridges	Two Sets ? (Yes / No)
A0 size paper	500 Sheets ? (Yes / No)
42" Rolls	Two Rolls ? (Yes / No)
FSMA Offered (Yes/No)?	
Accessories	
Special Features, if any.	

Note : Please fill in all the above cells with the applicable information. No cell should be left blank or unmarked, or else it would be presumed that the offered equipment does not have the required feature / facility / specification.

Statement of Deviation from TECHNICAL SPECIFICATION and GENERAL TERMS & CONDITIONS

Technical Specification / General Terms & Conditions	Deviation	Reasons for Deviation

(Name & Signatures of the bidder)

Note : Please note that leaving this statement blank would be construed as 'Nil' deviation from the technical specifications and general terms & conditions in the tender.

Price Bid

We quote below our firm price for Supply and Commissioning of a **A4 Size Multifunctional Colour Laser Printer, A4 Size Multifunctional Colour Inkjet Printer, A0 Size Colour Plotter and a A3 Size Scanner** as per the specification prescribed in the tender document. Price quoted covers One year on site warranty and include all taxes and duties.

Item	Make & Model No.	Quantity (Nos.)	Unit Price (Rs.)	VAT/Tax (%)	Unit Price inclusive of Taxes (Rs.)	Total Price (Rs.)
A4 Size Laser Printer		6(Six)				
Spare Cartridges		6(Six) Sets				
A4 Size Inkjet Printer		3(Three)				
Spare Cartridges		6(Six) Sets				
Plotter		1(One)				
Spare Cartridges		2 (Two) Sets				
A0 Size Paper		500 (Five Hundred) Sheets				
42" Rolls of Paper		2 (Two)				
Plotter Stand		1 (One)				
A3 Size Colour Scanner		1 (One)				
Total cost of the entire lot:						

Total cost in Words:

Signature of the Bidder:

Name:

Date:

Place:

Company Seal:

General Terms & Conditions

1. Bid Prices:

- a. The prices shall be quoted in Indian Rupees Only.
- b. The prices shall be quoted F.O.R destination and no additional cost of delivery will be entertained.
- c. All taxes, duties, etc. leviable should be clearly stated/indicated.
- d. The prices quoted shall remain firm and fixed for the duration of the delivery and shall not be subject to adjustment on any account.
- e. Bidders shall indicate their rates in clear/visible figures as well as in words and shall not alter / overwrite/ make cutting in the quotation.

2. Evaluation of Technical Bids

During technical evaluation, the quoted products shall be evaluated with reference to the required tender specifications subject to fulfillment of eligibility criteria. Subsequently, Price Bids of only those bidders whose Technical bids meet the technical specifications and other terms & conditions given in this tender during technical evaluation, will be opened under intimation to the Technically qualified bidders.

3. Evaluation of Price Bids

- a. The price bids of only those bidders who have quoted the prices in respect of all the items proposed to be procured in this tender document would be evaluated.
- b. If there is any discrepancy between the rates given in words and those in figures, the amount in words will prevail.
- c. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and the quantity, the unit price shall prevail and total price shall be corrected.
- d. If the bidder does not accept the correction of the error as above, his bid will be rejected and the earnest money shall be forfeited.
- e. Each bid may be loaded for shortcomings / deficiencies if any.
- f. The Technically qualified bidder whose evaluated price for the entire lot of equipments including consumables, proposed to be purchased through this tender, is found to be lowest (L-1) shall be considered for placement of purchase order for supply of those items.

4. Delivery Period

Delivery should be made within 45 days from the date of issue of purchase order.

5. Payment Terms

- a. 90% against delivery and successful commissioning. Balance 10% after submission of Performance Bank Guarantee of 10% of the contract value.
- b. Payment will be released after receipt of delivery of the goods as per the prescribed technical specifications with delivery challans, commissioning thereof and receipt of pre-receipted bills in triplicate.
- c. No advance payment shall be made.

6. Warranty

- a. Warranty Period: The warranty period for all the equipments along with accessories shall be **3 (Three) years On-site** from the date of commissioning.
- b. During the warranty period, the supplier shall provide on-site service / maintenance support by attending to complaints regarding defects / malfunction of any component of hardware, peripherals and software at no extra cost and also replace the defective part, if any, in the faulty equipment free of cost.
- c. Any fault in the equipment shall be attended to within 24 hours and rectified normally within a maximum period of 48 hours of lodging the complaint.

7. Performance Bank Guarantee

Performance Bank Guarantee for an amount equal to 10% of the contract value from a Nationalized / Scheduled Bank valid for a period of 39 months from the date of commissioning of the last equipment of the lot is required to be submitted as performance guarantee to cover the warranty period.

8. Liquidated Damages

If the delivery of goods is not made as per the delivery schedule mentioned in clause 4 above, liquidated damages @ **0.2% of the contract value per week** or part thereof will be levied subject to a maximum of 2% of the contract value. Once the maximum penalty is reached and the supplier fails to make the delivery without giving satisfactory explanation for the delay, the purchase order will stand cancelled.

9. Purchaser's right to vary quantities

At the time of placing the purchase order, the purchaser reserves the right to increase or decrease the quantity of goods from the quantity specified in this tender.

10. Purchaser's right to accept or reject any or all bids

The purchaser reserves the right to accept or reject any bid and to annul the bidding process and reject all Bids at any time prior to award of contract without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds.

List of Vendors for A4 Size Multi Function Colour Laser / Inkjet Printers, A0 Size Colour Plotter and A3 Size Colour Scanner

1.	M/s Kay Pee Enterprises, B-19, Jhandewalan, Flatted Factory Complex, Rani Jhansi Road, New Delhi - 110 015.
2.	M/s G.C.N. Infotech Pvt. Ltd., 104-A, Sasco Bhawan, Commercial Complex, Azadpur, Delhi-110 033.
3.	M/s Vinayak Compserve Pvt. Ltd. J-52, IInd Floor, SriNiwasपुरi, New Delhi-65.
4.	Groovy Communication (I) Pvt. Ltd. 207, Siddharth Building, 96, Nehru Place, New Delhi- 110019.
5.	Millennium Automation & Systems Ltd. E-48/9, Okhala Industrial Area, Phase-2, New Delhi- 110020.
6.	PC Solutions Pvt. Ltd. 12, Sant Nagar, East of Kailash, New Delhi- 110065
7.	RICOH INDIA LIMITED, 52B, OKHLA INDUSTRIAL ESTATE, PHASEIII, New Delhi- 20
8.	CANON INDIA PRIVATE LIMITED A-23, Sec-59, Phase-III, Noida-201301 (UP)
9.	XEROX INDIA LTD 5th & 6th Floor, Block One Vatika Business Park, Sector-49, Sohna Road, Gurgaon 122018
10.	M/S HEWLETT PACKARD INDIA SALES PVT. LTD. Tower D, 6th Floor, Global Business Park, Mehrauli-Gurgaon Road, Haryana- 122002