



**NATIONAL INSTITUTE OF TECHNOLOGY**  
**(Under the Ministry of HRD Govt. of India)**  
**KURUKSHETRA-136119 (Haryana)**

**INVITATION FOR QUOTATION**

TEQIP-II/2013/NITKKR/Shopping/43/9072

15-Oct-2013

To,

**Website Copy**

**Sub: Invitation for Quotations for supply of Laser Jet Multifunctional Machine**

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	Laser Jet Multifunctional Machine	1	60	NIT Kurukshetra	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,87

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 - 100% 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 **2:30** hours on **30-Oct-2013 opening on same day 3:00 PM.**

12. Detailed specifications of the items are at Annexure I.

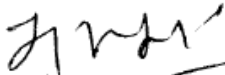
13. Training Clause (if any) **No**

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, National Institute of Technology Kurukshetra 136119

17. We look forward to receiving your quotation and thank you for your interest in this project.

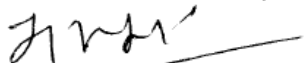
  
**Asstt. Registrar (Stores)**

**Annexure I**

<b>Sr. No</b>	<b>Item Name</b>	<b>Specifications</b>
1	Laser Jet Multifunctional Machine	<p><b>Specifications for LaserJet multifunctional machine</b></p> <p><b>Function</b> Functions: Print, Copy, Scan, Fax</p> <p><b>Printing Specification</b> Print speed black : Normal: Up to 25 ppm Print Technology : Laser Print quality black (best): Up to 600 x 600 x 2 dpi Display : 2-Line LCD (text) display Processor speed : 500 MHz</p> <p><b>Connectivity</b> Connectivity, standard 1 Hi-speed USB 2.0 port 1 10/100 Ethernet network port</p> <p><b>Paper Handling</b> Paper handling input, standard 250-sheet input tray, 1-sheet priority tray, 35-sheet Automatic Document Feeder (ADF) Duplex printing Automatic (standard) Media sizes supported A4;A5;B5(JIS);C5,DL;16k;envelopes Tray 1, priority tray, output bin: 60 to 163 g/m2</p> <p><b>Scanner specifications</b> Scanner type: Flatbed, ADF Scan resolution, optical Up to 1200 dpi Scan size (flatbed), maximum 216 x 297 mm</p> <p><b>Copier Specification</b> Copy speed (normal): Black: Up to 25 cpm Copy resolution (black text) Up to 600 x 600 dpi Copy reduce/ enlarge settings 25 to 400%</p>

**Note:**

1. Price should be quoted on format for Submission of Quotations attached herewith. All the columns of the format should be filled.
2. Sales Taxes and other taxes will not be taken into account for comparison of prices, so the same may be quoted separately in the format.

  
 Asstt. Registrar (Stores)

**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)
<b>Total Cost</b>							

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: \_\_\_\_\_