



केंद्रीय विद्यालय क्र १, वायुसेना स्थल साम्ब्रा -591124, बेलगावि

**KENDRIYA VIDYALAYA NO.1 AFS SAMBRA- 591124
BELAGAVI (D)- KARNATAKA, Ph: 0831-2562316/Fax:2562316**

Website: www.kvsambra.ac.in, Email: kvsambra@gmail.com

/kvsambraafs@kvsedu.org, CBSE Affil.Code:800010 School Code:06320

F.No. /KVSAM/2018-19/

Dated: 17.11.2018

To

**Sub:"Invitation for Quotations for supply ofPrinter(Digital Copier-MFD)&Digital Duplicatorfor
Kendriya Vidyalaya No.1 AFS Sambra, Belagavi- reg."**

Sir/Madam,

1. The Kendriya Vidyalaya Sangathan, a centrally funded Autonomous Body, is a Society registered under Societies' Registration Act, 1860. The Sangathan administers the Scheme of Kendriya Vidyalayas set up for imparting education to the children of transferable Central Govt. Employees. Kendriya Vidyalaya No.1 AFS Sambra, Belagavi, District Belagavi is one of the Vidyalaya of Kendriya Vidyalaya Sangathan.

2.Sealed competitive quotations from the Registered Firms are invited by the undersigned on behalf of the Kendriya Vidyalaya, No.1 AFS Belagavifor supply of the following items:

S. No	Name of Items	Specification	Quantity (approx)	Delivery period	Place of delivery
1	Digital Duplicator	*Functions:Digital Duplicator with built-in Computer Connectivity *Speed:Min.130 Pages Per Minute *Print Resolution :300 dpi x 600 dpi (600 dpi x 600 dpi: Perforation density on master) *Original Input Type:Via Sheet Feed (ADF 10 Sheets);Via USB Port (Direct Print from PC);Via Flash drive (Pen Drive) *Scanning Area (max.) :A3 Size *Print Paper (Max.) :A3 SizePrint *Paper (Max.)A3 Size *Printing Area (max) :B4 SizePrint *Paper Weight:50g/m ² - 157g/m ² *Print Position Adjustment :Vertical: ±10mm, Horizontal : ±10mm *Trolley :Suitable wheel mounted Trolley	1	Within Fifteen days from the date of supply order.	Kendriya Vidyalaya, No.1 AFS Sambra Belagavi-591124.
2	Digital Copier (MFD)	*Functions: A3 Size Copy, Network Print & Network Scan * Speed:Min. 25 PPM *Print Resolution:Min. 1200 X 1200 dpi Enhanced *Memory a) RAM:Min. 4 GB * b) Hard disk Drive (HDD):Min. 300 GB *Data security: Hard disk Drive with Self Encryption Drive (SED) & Automatic Drive Invalidation(ADI) *Scanning/ Copying:RADF - Reverse Automatic Document feeder (min. 100 sheet capacity) * e-Filing:Capable of E-Filing with public & Private User Boxes Paper Tray Capacity:Min. 2 Automatic Trays + 1 Bypass Tray (Min. 1000 sheet Capacity) * Wi Fi Connectivity:Optional *User Interface:Colour Touch Screen with Smart Phone like operability (Zoom, change Icon, Customise background...) Trolley:Suitable wheel mounted Trolley	1	Within Fifteen days from the date of supply order.	Kendriya Vidyalaya, No.1 AFS Sambra Belagavi-591124.

Note: Warranty period should be minimum two years or as per company rules whichever is higher. Free service/maintenance should be provided up to one year from the date of installation.

NOTE: The Quantity mentioned above is only approximate/expected. The exact quantity may be increased or decreased depending on the rates quoted and availability of funds.

Where Bureau of Indian standards (BIS) certification marked goods are available in market, goods with those or equivalent marking only shall be offered.

3. Bid Price

- a) The contract shall be for the supply of the mentioned items to the Kendriya Vidyalaya, NO.1 AFS SAMBRA BELAGAVI. The bidder shall quote for items in the format of quotation attached. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting;
- b) All duties, taxes and other levies payable by the bidder shall be included in the total price. However, the tax and duties leviable should be quoted separately.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract (and shall be quoted in Indian Rupees only);
- d) The prices should be quoted in Indian Rupees only,
- e) Each bidder shall submit only one quotation;
- f) Telex or Facsimile quotations are not acceptable
- g) The bid should be submitted along with EMD for Rs.10000/- by bank draft in favour of Kendriya Vidyalaya No.1 AFS Sambra Belagavi, VVN Account.**
- h) The firm should enclose supporting documents regarding registration of GST/VAT/ST/as ITPAN.

4. Validity of quotations

The quotation shall remain valid for a period not less than 90 days after the deadline specified for submission of quotations.

5. Evaluation of quotations:

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

- a) Properly signed, and
- b) Confirm to the terms and conditions and specifications.

The evaluation would be done for all the items put together. The items for which no rates have been quoted would be treated as zero and the total amount would be computed accordingly. The bidder who has quoted for partial quantity of any one or more item(s) would be treated as non-responsive. Purchaser will award the contract to the responsive bidder whose total cost for all the items put together is the lowest.

6. Award of contract:

- (a) The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price as per para 5 above;
- (b) The bidder whose bid is accepted will be notified of the award of the contract by the Office prior to expiration of the quotation validity period;
- (c) The Notification of Award to clearly specify any change in the unit price or any other terms and conditions accepted.
- (d) Normal commercial warranty/guarantee shall be applicable to the supplied goods;

*May be struck off in case of Registered Bidders.

- (e) Payment shall be made within 30 days after the delivery of goods and their acceptance;
- (f) 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 the contract.
- (g) The successful bidder has to deposit **performance security with the amount of 10% of the cost of item/article in favour of Kendriya Vidyalaya No.1 AFS Sambra Belagavi, VVN Account in the form of DD.**
- (h) Payment will be made after deducting TDS@2% of total amount.

7. Last date and time of receipt of quotations:

You are requested to submit the sealed quotations in the Tender Box/ Office{in front of Room No. }super scribed on the envelope as **'Quotations for supply of Printer & Digital Duplicator "due on 03.12.2018 latest by 1.00 PM. The quotations shall be opened at 2.30PM on the same day.** The bidders or their representatives who choose to be present at the time of opening of quotation are invited to do so.

The purchaser looks forward to receiving the quotation and appreciates the interest of the bidders in the Kendriya Vidyalaya, No.1 AFS Sambra-Belagavi.

Yours faithfully

Signature

Name: Ch.VijayaRatnam

Designation: Principal

For and on behalf of the Kendriya Vidyalaya No.1 AFS Sambra

FORMAT OF QUOTATION

Sl No.	Description of goods / equipment	Brief specifications	Quantity	Unit /Pkt/ One item Rate (Rs.)	Total Amount without GST	GST rate in (%)	GST Amount	Total Amount with GST
1	Digital Duplicator	*Functions: Digital Duplicator with built-in Computer Connectivity *Speed:Min.130 Pages Per Minute *Print Resolution :300 dpi x 600 dpi (600 dpi x 600 dpi: Perforation density on master) *Original Input Type:Via Sheet Feed (ADF 10 Sheets);Via USB Port (Direct Print from PC);Via Flash drive (Pen Drive) *Scanning Area (max.) :A3 Size *Print Paper (Max.) :A3 Size *Printing Area (max) :B4 Size *Paper Weight:50g/m ² - 157g/m ² *Print Position Adjustment :Vertical: ±10mm, Horizontal : ±10mm *Trolley :Suitable wheel mounted Trolley	1					
2	Digital Copier (MFD)	*Functions: A3 Size Copy, Network Print & Network Scan * Speed:Min. 25 PPM *Print Resolution:Min. 1200 X 1200 dpi Enhanced *Memory a) RAM:Min. 4 GB * b) Hard disk Drive (HDD):Min. 300 GB *Data security: Hard disk Drive with Self Encryption Drive (SED) & Automatic Drive Invalidation(ADI) *Scanning/ Copying:RADF - Reverse Automatic Document feeder (min. 100 sheet capacity) * e-Filing:Capable of E-Filing with public & Private User Boxes Paper Tray Capacity:Min. 2 Automatic Trays + 1 Bypass Tray (Min. 1000 sheet Capacity) * Wi Fi Connectivity:Optional *User Interface:Colour Touch Screen with Smart Phone like operability (Zoom, change Icon, Customise background...) Trolley:Suitable wheel mounted Trolley	1					

We agree to supply the above goods in accordance with the specifications for the above mention unit price shown against the item(s) for which quotations have been submitted, within the period specified in the Invitation for Quotations,

We also confirm that the normal commercial warranty/guarantee of Months shall apply to the offered goods.

Bid Security of Rs. _____ (Rupees) is furnished herewith vide Bank Draft No. _____ dated _____ drawn on _____.

(Bidder)

GSTNo. _____

Seal:

Signature :

Name :

Date :