

RE-TENDER

Enq. No. KUDSIT/0020/2022-23

Date:16.11.20222

Due on: 30.11.2022 03.00 P.M

On behalf of Kerala University of Digital Sciences, Innovation and Technology (DUK), the Vice Chancellor invites offers for “**Supply & installation of Photocopier machine** (1 No) with specification enclosed in annexure from experienced and qualified vendors.

Tender Due Dates		
1.	Date for Availability of Tender Document on the website	16.11.20222
2.	Last Date for Bid Submission	30.11.2022 03.00 P.M
3.	The date and time for opening of Bid	30.11.2022 03.30 P.M

1. Pre-Qualification Requirements

2. The quotation has to be supported with the printed technical leaflet/literature of the quoted model of the item by the quoting party/manufacturer and the specifications mentioned in the quotation must be reflected /supported by the printed technical leaflet/literature. Therefore, the model quoted invariably is highlighted in the leaflet/literature enclosed with the quotation.
3. Parties who have supplied this equipment or equivalent equipment with same or higher specifications to at least two reputed Organizations /R&D institutes/Academic Institutions/Incubators in India with such equipment working satisfactorily can only be considered qualified. List of two such installations with contact details shall be provided. The Purchaser may take the feedback regarding the performance of the equipment from the organization /institution where the installation is done and based on this feedback the offer can be rejected without assigning any reasons and without giving an opportunity for clarification.
4. The bidder must be an Original Equipment Manufacturer (OEM) or authorized distributor/supplier having a direct purchase and support agreement with the OEM. In case the bidder is a dealer or a distributor a valid letter of **authorization from the OEM** shall be submitted along with the bid.
5. OEM should have operation in India for minimum 3 years and should have experience in providing service support.
6. If Supplier and OEM are two different entities, supplier should have local office in India for minimum 3 years and should have proven experience in extending service support for the offered equipment. Necessary documents for verifications of the same shall be submitted along with the bid.
7. If Supplier and OEM are two different entities, supplier should have local office in India. Necessary documents for verifications of the same shall be submitted along with the bid.
8. The bidder should have an average annual turnover of at least INR 9 lakhs during the last 3 financial years. The bidder should submit the audited balance sheet for the last 3 financial years to validate this requirement.
9. Startup & MSME relaxations- Govt directions/ circulars will be followed

2. Terms & Conditions

- Tender Documents shall be available only on the Internet and shall not be available for sales elsewhere. Cost of tender document, Rs.708/-as applicable to be submitted along with the tender.
- Delivery at the store should strictly be completed within the stipulated period of delivery i.e. four weeks from issue of purchase order.
- Supplier will have to pay penalty on non-delivery after expiry of delivery date @ 0.5% per week subject to maximum of 10%.
- The tenderer must pay earnest money along with his tender as given in the notice inviting tenders

failing which the tender will be summarily rejected. Earnest Money Deposit of Rs. 3000/- be paid as demand draft favoring The Vice Chancellor, Kerala University of Digital Sciences, Innovation and Technology payable at Trivandrum. No interest shall be paid by DUK on the Earnest Money Deposited by the tenderer. EMD of unsuccessful bidders will be returned without any interest, upon finalization of contract or on expiry of validity of offer. EMD of the successful tenderer will be returned without any interest, after receipt of performance security.

- The award the contract to the successful Bidder whose bid has been substantially responsive and has been the lowest evaluated bid, provided further that the lowest Bidder is ready to perform the contract satisfactorily. The successful Bidder has to provide order acknowledgement within 14 days from the date of Purchase Order.
- Security deposit/ Performance Security: The successful bidder shall deposit an amount equal to 5% of the value of contract on completion of delivery and installation of item will be forfeited if security deposit is not remitted as mentioned above. The security deposited by the successful tendered will be retained towards the retention amount and will be released after warranty period.
- Supply at Kerala University of Digital Sciences, Innovation and Technology, Trivandrum
- DUK reserves the right to cancel the order in case the item is not supplied within the stipulated period or non - fulfillment of contractual obligations.
- The courts at Thiruvananthapuram shall have jurisdiction over any dispute regarding this tender.
- DUK shall make payment within 30 days of satisfactory installation and acceptance of the items supplied and issue of warranty certificate. Any condition for payment of advance shall not be acceptable to this institute. In case of any defects to the materials supplied by the bidder, it should be replaced prior to release of the payment.
- Quoted rate: The quoted rates shall be inclusive of all taxes and also the bidder shall include charges like GST, freight, handling, loading, unloading, insurance premiums and placement at the facility and commissioning and installation. No compensation will be paid in case of any upward revision in the statutory taxes and levies or introduction of new taxes and levies.
- Firm period of Tender will be 90 days from the date of notification.
- A firm should submit only one proposal. If a firm submits or participates in more than one proposal, all such proposals shall be disqualified. Also, must comply with the Technical Specification, General Conditions and Format/Requirements for Technical and Financial proposal.
- Interested bidders are request to submitted their duly signed and sealed quotation along with all requisite documents as per prequalification in separate sealed envelope super scribing “Tender refence and due date “on or before due date 30.11.202203.00 P.M. Late bids are not be consider. Bid should be addressed to

**Purchase section
Digital University Kerala, Technocity Campus,
Thonnakkal P O, Thiruvananthapuram,
695317-Kerala.**

- DUK reserves the right to accept any quotation and to reject any or all quotations.

Place: Technocity

Sd/-

Date: 16.11.2022

Vice Chancellor

Annexure i

Technical specification of Photocopier machine Quantity: 1 No

SI No	Specification	Compliance (Yes/ No)
1	36 prints per minute (in A4)	
2	Max. original size A3	
3	1.2 GHZ Dual-Core Processor	
4	7-inch touch-screen	
5	Two 500-sheet trays, and one 100-sheet multi bypass => total1,100-sheet standard capacity	
6	2 GB RAM	
7	250 GB HDD	
8	Reverse Automatic Document Feeder of 130 sheets	
9	Duplex Unit	
10	Interfaces: Ethernet (10BASE-T/100BASE-TX/1000BASE-T); USB 2.0	
11	Printer Drivers: PCL6, PS3 emulation, XPS	
12	Suitable for Windows, Unix, Linux, and Macintosh environments	
13	Secure Print, ID Print	
14	Scan to email/scan to folder/scan to USB / scan to Twain / scanto FTP / scan to Web DAV / scan to DPWS	
15	Account Track: To restrict features like Copy, Print, Scan for users, and keep account tracking of copies / prints taken by them	
16	Mobile printing through various mobile apps like Air Print, Mopria Print, Google Cloud Print	
17	Copier console	
18	Blank page removal (Copy/Print/Scan)	
19	Zoom 25% - 400% (0.1% increment)	
20	Edit Document (delete page and extract page saved in MFP's HDD as PDF)	
21	Widget setting, Mopria, Air-print, Google Cloud print, NFC support	
22	Edit Document (delete page and extract page saved in MFP's HDD as PDF).	
23	Searchable PDF	
24	<p>IC CARD AUTHENTICATION KIT</p> <p>Must be compatible with our Institutional ID card has thefollowing specs</p> <p><i>EDGE EVO® EHRP40-K Controller/Reader, multiclass 13.56 MHz contactless and 125kHz Proximitycard reader. HID 82125CKI0001A. The reader shall support all HID Proximity formats, including Corporate 1000. Frequency Information: 13.56 MHz the reader shall encrypt all 13.56MHz RF datatransmission between the smart card and reader using industry-standard encryption techniques and advanced key management. current data structure used in the cards- HID PACS Data format. Card Processing Time: Transaction time <100ms typically. Card Sensing range: 2.5-4.5" Server andDatabase details of the application. Data will come in the application SQL database? This data is stored in the DUK server</i></p>	
25	Warranty: Three years comprehensive warranty for all the items from the date of acceptance by DUK. The contractor shall be fully responsible for the manufactures	

	warranty in respect of proper design, quality, and workmanship of all the equipment, accessories, etc. covered by the tender.	
26	OEM Authorization Certificate to be submitted along with quote	
27	Bidder should have full Fledged Service Centre on Trivandrum Authorized by Original Equipment Manufacturer (OEM)	

Duly authorized to sign the bid for and on behalf of -----

[To be submitted in letter head of the supplier]

DUK**Financial Bid****Tender Enq. No.** _____

Total amount for providing **Supply & installation of Photocopier machine (1 No)** at DUK as per the terms and conditions contained in the Tender document shall be Rs. _____ (Rupees. _____) including all taxes.

#	Item Description	Qty	Amount (Incl of all taxes)
1	Supply & installation of Photocopier machine	1	

supplier]

[To be submitted in letter head of the

BID FORM

To,

Kerala University of Digital Sciences, Innovation and Technology
Technocity Campus, Mangalapuram
Thiruvananthapuram 695 317

Dear Sir,

Sub: Bid form
Ref:

1. Having examined the conditions of tender contract, the receipt of which is hereby duly acknowledged. i/we undersigned, offer to supply all hardware & software and execute all works in conformity with tender specifications referred above and also to the said terms & conditions from the sum shown in the commercial bid(s) attached herewith and made part of this bid.
2. I / We undertake, if our Bid is accepted to complete delivery & commissioning of all Items specified in the contract within 30 days calculated from the date of issue of your purchase order/LOI.
3. We understand that you are not bound to accept the lowest or any bid, you may receive.
4. I / We affirm that I / We have enclosed the acceptance of all terms and conditions and also all brochures detailing the technical specification of the items quoted by me/us.
5. I / We hereby confirm that all the items supplied are in proper working condition and tested successfully.
6. The tender document for the works mentioned above have been obtained by me from the URL <https://duk.ac.in>, the official website of Digital University and I / we hereby certify that I / we have read the entire terms and conditions of the tender document, which shall form part of the contract agreement and I / we shall abide by the conditions / clauses contained therein.
7. My /our GST & PAN Numbers are as follows.

GST Registration Number.

PAN Number.

MSME Details: Yes/No (enclose details)

8. Dated this day of..... 2022.

Duly authorized to sign the bid for and on behalf of -----