


Army Public School
90, Alexandra Road,
Ambala Cantt

APS/2A

06 Sep 2024

**CALLING OF QUOTATION: PURCHASE OF COLOURED PHOTOCOPIER
MACHINE FOR MAIN WING OF ARMY PUBLIC SCHOOL, AMBALA CANTT**

1. Please send sealed quotations for purchase of Coloured Photocopier Machine by Army Public School, Ambala Cantt. Tender form alongwith technical specifications as per Annexure-I are enclosed herewith.
2. Quotations will be put in the quotation box kept in the school.
3. Rates once quoted in the quotation will be valid for minimum six months.
4. The quotation will be addressed to Principal, Army Public School, Ambala Cantt.
5. Last date of receipt of quotations is 17 Sep 2024 by 1300 hrs.


(Dr Paramjit Singh)
Principal

**TENDER FORM FOR PURCHASE OF 02 X COLOURED PHOTOCOPIER MACHINE FOR
MAIN WING OF ARMY PUBLIC SCHOOL, AMBALA CANTT**

1. Name of Firm/Contractor : _____
with full address, tele No & Email. _____
Tele No _____
Email No _____
2. GST No of the Firm/Contractor. : _____
3. PAN No of the Firm/Contractor : _____

4. **Details of items.**

Ser No	Details of item	Qty	Rate per item	GST %	Total Cost with GST
1.	Purchase of 02 x Coloured Photocopier Machine for Main Wing of Army Public School, Ambala Cantt as per detailed specification attached as Annex-I.	02			

5. Time for completion of the work / supply shall be 30 days from the date of issue of work / supply order.

6. Failure to complete the work / supply within the period of completion shall invite reduction of compensation at the rate of 0.2% of the contract amount per week till completion of work / job to the satisfaction of the school management. The school management may consider grant of extension of time beyond the initial period of completion in case he is fully satisfied that the delay is due to circumstance beyond control of the contractor.

7. No sub-letting of any part of portion of the work / supply shall be permitted and it shall be the sole responsibility of the firm / contractor undertaking the work / job to complete the work within time.

8. No advance payment shall be made.

9. The rates quoted by the contractor / vendor shall include all applicable taxes, octroi, tpt, loading/ unloading and labour charges and will be applicable for 90 days from the date of opening of tender.

10. Last date of receipt of sealed tenders duly completed is 1300 hrs on 17 Sep 2024. All bids received after 1300 hrs on 17 Sep 2024 shall be considered invalid and shall not be opened. Tenders will be opened on 18 Sep 2024 at 1100 Hrs.

11. This office reserves the right to cancel / accept / reject any / all tenders without assigning any reason for the same and decision of this institution will be final and binding.

12. **Note.** Successful bidder will provide the samples of items with their bids and will work as per specifications / approval given by the school to the vendor.

13. Commercial Bid Amount - Rs. _____
GST% - Rs. _____
Total - Rs. _____

Station : Ambala cantt

(Signature of Bidder with stamp
Accepting the above terms & conditions)

Date : Sep 2024

INDICATIVE LIST OF MULTIFUNCTIONAL DEVICE

SNo	Item	Specification	Anticipated Quantity
1.	Multifunctional Device (Print/ Copy / Scan)	A3 Size Color Laser Printer/Scanner/Copier	02

QUALITATIVE REQUIREMENTS FOR PROCUREMENT OF MULTIFUNCTIONAL DEVICE**(PRINT/ COPY / SCAN)**

SNo	Item	Technical Specification	Complied Yes / No	Deviation If any
1.	System memory	Minimum 4 GB		
2.	Operation Panel	GUI (Graphical User Interface)		
3.	System speed A4 Autoduplex speed A4	Min 25 ppm (mono/colour)		
4.	System speed A3	Min 12 ppm (mono/colour)		
5.	Interface	USB 3.0 (Super-Speed USB), 4 x USB Host Interface, Gigabit Ethernet (10BaseT/100BaseTX/1000BaseT, IPv6, IPv4, IPSec, 802.3az support),		
6.	Network protocols	TCP/IP (IPv4 / IPv6); SMB; LPD; IPP; SNMP; HTTP(S); Bonjour		
7.	Automatic document feeder	Minimum 130 originals; A5-A3; 35-128 g/m ² ; RADF		
8.	Paper tray input	Multi-purpose tray: 150 sheets, 52–300 g/m ² , Standard universal paper cassette: 2x500 sheet 52 - 300g/m ² ,		
9.	Output capacity	Standard 500 sheets face down, max. 5,000 sheets		
10.	Automatic duplexing	A5-A3; 60-256 g/m ²		
11.	Output capacity	Minimum 250 sheets		
12.	Toner lifetime	Minimum 24,000 pages Black and 12000 CMY		
<u>PRINTER SPECIFICATION</u>				
13.	Print resolution	4800dpi equivalent x 1200dpi		
14.	Mobile printing	AirPrint (iOS); Mopria (Android);		
<u>SCAN FUNCTIONS</u>				
15.	Scan modes	Scan-to-email, Scan-to-FTP, Scan-to-SMB 3.0, Scan-to-USB Host, Scan-to-box, Network TWAIN, WSD scan		
16.	Scan resolution	600, 400, 300, 200 dpi, 256 grey scales per colour Max. scan size: A3, Ledger		
17.	File formats	TIFF, PDF, PDF/A, JPEG, Open XPS, Encrypted PDF, High compression PDF, PDF/A-1a/b, PDF/A-2a/b/u,		
<u>COPIER SPECIFICATIONS</u>				
18.	Copy resolution	600 x 600 dpi		
19.	Multicopy	1-9,999		
20.	Original format	A3/Ledger		
<u>ACCESSORIES</u>				
21.	Movable Trolley	Metal Trolley with Locking wheels		

PROFORMA FOR SUBMISSION OF FINANCIAL BID

SNo	Item	Make & Model	Basic rate for each quantity (in Rs)	Taxes / GST (in Rs)	Net Amount inclusive of taxes (In Rs)
1.	Multifunctional Device (Print/ Copy / Scan) A3 Size Color Laser Printer/Scanner/ Copier				

****Note: the quantities may change according to the requirements of the Institute****

(Signature of authorized signatory)

Name & Address of Firm .

Authorised Signature & Seal of the Firm

Place:

Date: