



(A joint Venture Company of Government of Kerala and Kochi Municipal Corporation)
10th floor, Revenue Tower, Park Avenue, Kochi.
Kerala – 682 011

RFQ for Supply and Installation of Office Printer

Tender No: CSML/IT/QUOT/001

Date: 12-December-2018

Sealed quotation offers are invited from eligible manufacturers/suppliers or their direct Indian agents for the supply of printer for Cochin Smart Mission Limited (CSML), Kochi.

Please send offers along with descriptive catalogue/brochures in a single sealed envelope. The validity of the bid should be at least three months (90 days) or more from the date of the opening of this tender. Please ensure that your quotation reaches not later than 22.12.2018 at 15:00 Hrs at the following address:

Manager IT, Cochin Smart Mission Limited
10th floor, Revenue Tower,
Park Avenue, Kochi.
Kerala – 682 011

Product	Specification	No
Laser Multifunction Printer (Copy, print, scan, fax) Brands like Canon, Sharp, HP, Ricoh, Xerox, Epson	Duplex printing, 2-sided auto document feeder, Print up to 30 ppm, Monthly Print Volume: 10000 pages 1200 x 600 dpi, Black cartridge yield 2000 pages. Paper feed: 2, 500-sheet paper drawer and 100-sheet bypass tray with auto tray switching. Paper size A3-A6. Connectivity: 1 USB 2.0; 1 Host USB; 1 Ethernet; 1 Wireless 802.11b/g/n; 2 RJ-11 modem ports Scan File Formats: Tiff, Jpeg, Pdf. Scan to: Email, Folder, USB web-based device management, finishing options like staple, hole punch	1 unit

Format for Price Bid

S.No	Description	Option1	Option 2	Option 3
1	Brand and Model			
2	Specification			
3	Rate (INR including GST)			
4	Accessories with rate (optional)			
5	AMC price for 4 years			

Offer for different brands/make can be included under option1, option2, option 3 if need be.

Notes:

The following points are to be met in addition to the general specifications listed above.

1. The supplied equipment should be compatible with the specifications mentioned above.
2. Quotation from OEM and / or authorized distributors (certificate to be submitted) with technical support provider in India only will be accepted.
3. Warranty period: 1 years from the date of installation, commissioning and acceptance at CSML office.
4. AMC for 4 years after warranty period to be indicated and to be quoted separately in the price bid.
5. Delivery period: Within 15 days months from the date of placement of order / contract.
6. Scope of supply includes delivery at CSML office, installation, commissioning and demonstration of functionality of the equipment. Training for the operation of the machine to CSML personnel after installation and commissioning.
7. List of accessories for the equipment to be indicated and price bid should contain price for these suggested accessories separately.
8. CSML authority may accept or reject any / all bids, in part or in full without assigning any reason and does not bind itself to accept the lowest bid. CSML at its discretion may change the quantity /upgrade the criteria / drop any item or part thereof at any time before placing the Purchase Order.
9. In case of any dispute, the decision of CSML shall be final and binding on the bidders.
10. For any query pertaining to this bid document correspondence may be addressed to the Manager IT, CSML at the address mentioned above.
11. LAST DATE FOR SUBMISSION OF SEALED QUOTES: 22.12.2018
12. Fax, e-mail Tender will not be accepted.