



Ref: RGUKT-B/Proc/Printers/Q05/2017, dated.17.03.2017

NOTICE INVITING QUOTATIONS

Description : Supply of Multifunctional Printers
NIQ No : RGUKT-B/Proc/Printers/Q05/2017
Last date for submission : 31 .03.2017 by 05:00PM

1. Rajiv Gandhi University of Knowledge Technologies (RGUKT), Basar, invites sealed Quotations (single bid system) for supply of Printers with the following specifications to RGUKT, Basar located in Nirmal District of Telangana State.

S.No.	Item Description	Quantity
1	HP 226 DN Printer (Print, Scan, Copy, Fax, ePrint.) Specifications: <ul style="list-style-type: none">• Prints up to 25/26 ppm (Normal), A4/letter1• 600 MHz processor with 256MB RAM• Duty Cycle up to 15,000 page per month• RMPV: Up to 500 to 2,000 pages2• 600 x 600 dpi print resolution• Hi-Speed USB 2.0 port (host/device); built-in Fast Ethernet 10/100Base-TX network port; Phone line port (in/out); WiFi 802.11b/g/n)^• HP 88A Black Toner- 1,500 pages 3 year onsite warranty	4 No's
2	HP LaserJet Pro MFP M427dw Print, Scan, Copy, Network, Wireless, Pin Print, e Print <ul style="list-style-type: none">• Up to 38ppm, A4• First page out (FPO) from ready: as fast as 5.7 seconds1• Intuitive 7.6 cm color touch screen• Automatic Duplex Printing• Duty Cycle up to 80,000 pages per month• RMPV: Up to 750 to 4,000 pages2• 1200 Mhz Processor, 256 MB Memory• Built-in 10/100/1000 Base-TX Gigabit Ethernet, wireless 802.11b/g/n2• Hi Speed USB 2.0 printing port• Original HP Toner cartridges with Jet Intelligence (A/X): 3100/9000 pages• Secure Printing (Pin Printing) 3 year onsite warranty	1 No's

2. Interested bidders are requested to submit the competitive offer for the above items strictly as per the instructions and terms & conditions mentioned in this document.
3. The covers should be super scribed as **“Quotation for Supply of Printers”**.

4. The quotations must be accompanied with the following:
 - a. Bidder information sheet (Annexure-I)
 - b. Price offer (ANNEXURE-II)
 - c. Non refundable Processing fee of **Rs.500/- (Rupees Five Hundred only)** in the form of DD from any Scheduled Bank, drawn in favour of The Director, RGUKT, Basar, payable at Basar.
 - d. Copy of Registration Certificate from Commercial Tax Dept.
 - e. Copy of PAN card
5. RGUKT reserves the right to reject any/all quotations (s) without assigning any reasons whatsoever. Canvassing in any form will be considered as disqualification from award of contract.
6. RGUKT reserves the right to change the quantities.
7. The conditions of the Contract:
 - a. The rates mentioned shall be valid for a period of 180 days.
 - b. The items must be delivered within **15 days** from the date of award of the contract.
 - a. **Payment terms:** 100% against satisfactory delivery and installation of the materials on getting satisfactory report from the authorities concerned.
 - b. The prices should quote inclusive of all taxes, transportation, loading & unloading and installation charges.
 - c. The payment shall be made through RTGS transfer on receipt of triplicate invoice along with advance stamped receipt.
8. Submission of the quotation will signify the acceptance of all the terms and conditions of the contract. It will not be obligatory for the institute to accept the lowest quotation & no explanation shall be given for the cause of rejection of quotation to any bidder.

9. Address for sending of sealed quotations:

Procurement Section, Omega(ω)-11,
RGUKT- Basar, Mudhole Mandal,
Adilabad District, Telangana -504107.
Call:8919908978/9441186881.

Sd/-
Administrative Officer

ANNEXURE-I

The bidder information sheet:

1	Name of the organization				
2	Year of establishment				
3	Complete postal address				
4	Name & Designation of Authorized person				
5	Phone No.				
6	Fax No.				
7	Email				
8	Nature of the firm (Proprietary/partnership/etc...)				
9	Bank Details of the Agency:				
	Bank Name				
	Bank Address				
	Bank Account Number				
	IFSC Code				
10	PAN No.				
11	TIN No.				
12	Total No. of branch offices in Telangana				
13	Bid Document Fee (Non refundable)	Amount Rs. :			
		DD No. : DD Date : Issuing Bank & Branch :			
14	Experience Details (if any):				
	S.No.	Name of the Organization (along with contact details)	Year of supply	Items Supplied	Item value
15	Details of certificates enclosed.				

ANNEXURE-II

PRICE OFFER

S.No.	Item details	Qty	Unit Price (without taxes) (Rs.)	Taxes & Duties	Unit Price (with taxes)	Total Price (Rs.)
1	2	3	4	5	6 (4+5)	7 (3*6)
1	HP 226 DN Printer (Print, Scan, Copy, Fax, ePrint.)	4				
2	HP LaserJet Pro MFP M427dw Print, Scan, Copy, Network, Wireless, Pin Print, e Print	1				
Total Amount (Rs.)						
Rupees _____ only						

Note:

- 1) The prices are to be quoted inclusive of all taxes, transportation and installation charges.