

Tender No.: HBNI/PUR/2021/01

**TENDER DOCUMENT FOR
PURCHASE AND INSTALLATION OF
COLOR PRINTER FOR HBNI**



होमी भाभा राष्ट्रीय संस्थान

प्रशिक्षण विद्यालय परिसर, अणुशक्ति नगर, मूम्बई - ४०० ०९४. भारत

Homi Bhabha National Institute

(a Deemed to be University u/s 3 of UGC Act 1956 and Grant-In-Aid Institute of the Department of Atomic Energy, the Government of India)

**2nd Floor, BARC Training School Complex, Anushaktinagar,
Mumbai - 400 094 India**

TENDER NOTICE

Sealed quotations are invited on behalf of the Vice Chancellor, HBNI for “Procurement of Color Printer, Scanner and Copier” for printing of Degree Certificates and such other documents as may be needed in the Institute. Specifications for the color printer is given in **Annexure –1** and terms and conditions mentioned below:

- 1) Sealed quotations should be submitted either by post (or) person to HBNI Central Office, 2nd Floor, Training School Complex, Anushaktinagar, Mumbai 400 094, HBNI on (or) before **January 18, 2021 by 15.00 hrs.**
- 2) Quotations should be placed in sealed envelope super scribing tender number and due date.
- 3) The amount of each item should be worked out and the requisite totals given.
- 4) The Tender Notice will be available only on the website of HBNI, and tenderers may download from website: **www.hbni.ac.in**
- 5) The validity of the quotation offer shall be for a minimum period of 90 days from the date of opening of the quotations.
- 6) The rate shall be inclusive of all taxes.
- 7) Authorization letter from OEM (Original Equipment & Manufacture) for product offered should be submitted.
- 8) ISO certification for the product should be submitted.
- 9) Annual Maintenance Contract charges after post warranty for a period of three years (minimum) including the annual charges for each year beyond the period of **3 years** should be quoted in the price bid.
- 10) Delivery: Within 15 days from the receipt of the order. Delivery Installation and demonstration of the machines will be carried out Free of cost at a consignee’s place.
- 11) Warranty/ Guarantee: The items under this quotation shall be guaranteed for satisfactory performance against manufacturing defects and faulty workmanship for a period of 12 months from the date of final acceptance. If the item becomes defective during this period, the contractor shall be responsible for making arrangement for repair/ replacement at his own cost.
- 12) Payment: 100% payment together with statutory levies shall be made within 25 days of receipt and final acceptance of the material ordered & on submission of satisfactory installation and commissioning certificate issued by the purchaser. Income Tax and GST as applicable, shall be deducted at source from the bill.
- 13) HBNI reserves the right to accept or reject any or all tenders invited, without assigning any reason.
- 14) The present requirement in the number of printers is given in **Annexure 1**. The quantity may increase depending on the requirement and vendor shall provide at the rates quoted in financial bid.

SCOPE OF THE WORK

1. Supply of Color Printer and other peripheral :

The vendor has to supply LaserJet Color Printer and related peripherals at HBNI Mumbai Office (**along with one spare cartridge**).

2. Installation of Color Printer & other peripherals:

The vendor has to deliver the Laser Color Printer and other peripherals as given in the Specifications (Annexure -1) and ensure installation of the same along with drivers as needed for the printer and ensure it functions as per printing requirements.

3. Ensure Working Conditions :

The vendor must ensure that the installed color printer must be in proper working condition as per the specifications and outputs defined. Where needed, vendor may provide additional s/w kit (pre-installed / post-installed) for increased output printing performance as specified by the original manufacturing company.

4. Annual Maintenance of Color Printer :

The vendor shall provide annual maintenance of the installed printer along with peripherals as also specified in tender conditions.

The vendor during its AMC period shall provide technical support in replacement if & when for repair of spares, color toners/ cartridges as may be needed and regular replacement of spares as recommended by the original equipment manufacturers. All the technical support shall be extended within the stipulated period of 24 - 72 hours as per the problem's occurrence.

The vendor shall ensure rectification of such faulty spares (or) providing replacement for the same as uptime requirements as the demand warrants by HBNI.