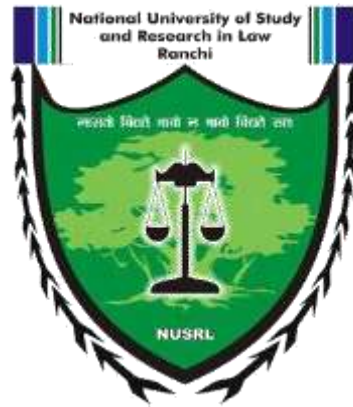


# **RE-TENDER FOR SUPPLY & INSTALLATION OF COMPUTER/PRINTER/SCANNER**

NUSRL/PURCHASE/TENDERS/2020-21/COMPUTER/PRINTER/SCANNER



**National University of Study and Research in Law (NUSRL), Ranchi**  
AT- Nagri, P.O Bukru, Kanke-Pithoria Road, Kanke,  
Ranchi-834006, Jharkhand, Web: [www.nusrlranchi.ac.in](http://www.nusrlranchi.ac.in)

**National University of Study and Research in Law (NUSRL), Ranchi**  
AT- Nagri, P.O Bukru, Kanke-Pithoria Road, Kanke,  
Ranchi, Jharkhand 834006

**TENDER NOTICE**

NUSRL/PURCHASE/TENDERS/2020-21/Computer/Printer/scanner

Online Tenders (2 Bid system – Technical and Financial) are invited on behalf of Registrar, National University for Study in Research and Law, Ranchi from authorized vendors / OEM manufactures for supply and installation of Computer/Printer/scanner as per specifications indicated in this tender document. The tender documents are available in our website, <https://www.nusrlranchi.in/tender-noitce> . Last date and time for submitting online bid is 24-12-2020 by 2:00 P.M. The bid will be opened at 3:30 P.M..

(Registrar)

**Instructions for Bid Submission:**

The Bidder is required to prepare their bids in accordance with the requirements and submitting their bids in hard copy in sealed envelope within the given stipulated time and format.

More information useful for submitting bids may be obtained at: <http://www.nusrlranchi.ac.in> Or contact with the details below.

Contact details:

Mr. Sumitra Mondal

Mobile No. 8580322073

**National University of Study and Research in Law (NUSRL), Ranchi**

**Tender document for  
SUPPLY & INSTALLATION OF COMPUTER / PRINTER / SCANNER**

<b>Important Dates and Information</b>	
Re-Tender Publish Date	17-12-2020
Last Date and Time For Receipt of Bids	24-12-2020 up to 2:00 pm
Date & Time of Opening of Technical Bid	24-12-2020 at 3:30pm
Cost of Tender	Rs.1000/-
Institute's Website	<a href="http://www.nusrlranchi.ac.in">www.nusrlranchi.ac.in</a>

**TENDER FOR SUPPLY & INSTALLATION OF  
COMPUTER/PRINTER/SCANNER**  
NUSRL/PURCHASE/TENDERS/2020-21/ COMPUTER/PRINTER/SCANNER

National University of Study and Research in Law, Ranchi intends to deploy the **COMPUTER/PRINTER/SCANNER** as per the technical specifications mentioned in Technical Bid (Annexure-II). The interested bidders are requested to submit their bids in sealed envelope under two bid systems fulfilling below minimum Eligibility Criteria.

**Minimum Eligibility Criteria:**

- i. The Bidder should be an Authorized Partner of OEM. The bidder should submit Manufacturer Authorization Form (MAF) as per the format given in Annexure-III.
- ii. The bidder should have experience of supply, installation, integration, testing, commissioning and successful completion of at least one IT related project with equivalent or higher of quoted value by a single order in any University located in Jharkhand. Enclose certificate of completion along with work order issued by the end client/customer.
- iii. Bidder must have an average Turnover of rupees 3 Cr. for the year of 2016-17, 2017-18 and 2018-19. An audited certificate by a Chartered Accountant to be attached.
- iv. Income Tax Returns for the year of 2016-17, 2017-18 and 2018-19 (Copies of same to be attached)
- v. The bidder must have valid GST Registration certificate and PAN card. (Copies of same to be attached)
- vi. The firm should not be blacklisted or barred by any dept. of Govt., PSU, Autonomous Bodies. (Attach self-declaration on the letter head of bidder)
- vii Bidder should be MSME registered Company in the state of Jharkhand.
- Viii Bidder must have a registered office with service centre in Ranchi.
- Ix Bidder must be ISO 9001 certified company.

**Documents Comprising the Bid:** The bid shall consist of two separate envelopes in Part-A and Part-B.

**Part-A should contain:**

- i. Demand Draft of Rs.1000/- in favour of “Registrar, NUSRL Ranchi”, payable at Ranchi.
- ii. Annexure - I: Bid Forwarding Letter.
- iii. Annexure – II/A Pre- qualification
- iv. Annexure II/B: and compliance of Technical Specifications in two sheets.
- iv. Annexure - III: Tender specific Manufacturer Authorization Form.
- v. All documents in support of fulfilling the Eligibility Criteria.
- vi. Entire duly signed and sealed bid documents with corrigendum /amendments, if any, by the authorized representative of the bidder.

Seal the envelope with superscription “TECHNICAL BID for Supply & Installation of COMPUTER/PRINTER/SCANNER” - PART “A”

**Part-B should contain:** Price Bid only as per Annexure - IV.

Seal the envelope with superscription “PRICE BID for Supply & Installation of COMPUTER/PRINTER/SCANNER” - PART “B”. The Price Bid should mention only price in the stipulated format attached with the bid document. The prices shall be filled up both in figures and in words. In case of any discrepancy, the price quoted in words, shall prevail. No overwriting or use of correction fluid shall be accepted. Any corrections shall be legible and signed by the authorized signatory. Conditional bids shall be rejected.

Put above PART ”A” and PART “B” in a separate sealed envelope with superscription on the top envelop as “Tender for Supply & Installation of COMPUTER/PRINTER/SCANNER” and send by hand / registered post in below address so as to reach on or before 24-12-2020 up to 02:00 pm.

The Registrar  
National University for Study in Research and Law  
AT- Nagri, P.O Bukru,  
Kanke-Pithoria Road, Kanke,  
Ranchi-834006, Jharkhand, INDIA.

Tenders received late/ incomplete are liable for rejection.

The University reserves the right to modify the conditions of the tender, at any time, without assigning any reasons for the same. NUSRL, Ranchi reserves the right to accept/ reject any Tender without assigning any reason whatsoever and at any time.

If the last date of receiving/ opening of the tenders coincide with a holiday, then the next working day shall be the receiving/opening.

**Scope of Work:**

Broadly the work includes the following:

- i. The supply and installation of COMPUTER/PRINTER/SCANNER.
- ii. Conduct of Orientation / Training programme on usage and maintenance of newly installed COMPUTER/PRINTER/SCANNER at NUSRL, Ranchi.

## **Terms and Conditions:**

1. **Bid Validity:** Bid submitted by bidder shall remain valid for a period of 60 days from the last date of submission of bid.
2. **Adherence to Terms and Conditions:** The bidder who wish to submit responses to this tender notice should note that they should abide by all the terms and conditions contained in the tender document.
3. **Single Point of Contact:** The Bidder has to provide details of Single Point of Contact viz. Name, Designation, Address, Email, Telephone/ Mobile No., Fax No. etc. who can discuss and correspondence with NUSRL, Ranchi with regard to the obligations under the contract.
4. **Issuance of Purchase Order:** NUSRL, Ranchi will issue the purchase order for supply and installation of Computer, Printer and Scanner as per the Scope of work mentioned in the tender document. The successful bidder is expected to complete the delivery, installation and commissioning of the IFP within a period of six weeks from the date of purchase order.
5. **Expenses:** Prices payable to the bidder includes all expenses for NUSRL except GST. GST applicable at the time of billing will be paid extra.
6. **Delivery and Installation Schedule:** The bidder should deliver and install the goods within six weeks from the date of purchase order. The bidder should take responsibility of the goods till it reaches the delivery destination informed by NUSRL Ranchi, transport up to destination, insurance etc. shall be arranged by the supplier. Bidder shall arrange the road permits or any other document wherever required.
7. **Warranty & Support:** The warranty shall be on-site, comprehensive for a period of three years for Computer and One year for Printer and Scanner, from the date of installation. The warranty also includes all software subscriptions and upgradation during period of warranty at no extra cost.
8. **Earnest Money Deposit (EMD):** Earnest Money Rs.40,000/- (DD in favour of “Registrar, NUSRL Ranchi)
9. The EMD of successful vendor will be converted into security till the complete supply is made and will be refunded without any interest. The EMD of unsuccessful vendors will be returned after completion of tender process.
10. **Sub-contracting:** The contractor shall not assign, sub-contract or sub-let the whole or any part of the contract in any manner.
11. **Payment Terms:** NUSRL, Ranchi will release the payment within 30 days on receipt of Materials and undisputed invoice.
12. **Cancellation of Contract and Compensation:** NUSRL, Ranchi reserves the right to cancel the contract in any of the following circumstances.
  - a) Vendor commits a breach of any of the terms and conditions of the contract;
  - b) The progress regarding execution of the contract is found to be unsatisfactory.
13. **Amendment to the Bidding Document:** NUSRL, Ranchi reserves the right in its sole discretion of inclusion of any addendum to this entire bid process. All corrigendum containing amendments to this tender will be posed in our website [Tenders |1 | NUSRL, Ranchi, National University of Study and Research in Law](#). Bidders are advised to periodically check our website for updating the matter.
14. **Dispute Resolution:** Decision taken by Registrar, National University for Study in Research and Law, Ranchi will be final and binding on bidder.
15. **Applicable Law:** The Court of Jurisdiction shall be Ranchi for all such purposes.

**(Registrar)**

**BID FORWARDING LETTER**

(On the Letterhead of the Bidder)

To

The Registrar  
National University of Study and Research in Law  
AT- Nagri, P.O Bukru,  
Kanke-Pithoria Road, Kanke,  
Ranchi-834006, Jharkhand, INDIA.

**Sub: Tender for ‘Supply and Installation of Computer/Printer/Scanner’ vide No. NUSRL/Purchase/Tenders/2020-21/ Computer/Printer/Scanner**

Dear Sir,

With reference to the above tender, I/ We am/are offering rates for the above work. I/ We hereby confirm and declare that I/ We have carefully studied the tender documents therein and undertake myself / ourselves abide by the terms and conditions.

Yours faithfully,

(Signature of the Authorized Official with seal)



**TECHNICAL BID**  
**(PART - A: Pre-Qualification)**

<b>S.No.</b>	<b>Description</b>	<b>Whether (YES/NO)</b>
1	Name of the Firm:	
2	Date of Incorporation: (Copy of “Partnership Deed” or “Certificate of Incorporation should be submitted. For entities other than Partnership Firm/ Ltd Company, other relevant documents to be submitted)	
3	Address of Firm with Tel/ Mob No., Fax No., Email ID:	
4	Name and Designation of Authorized Person with Tel/ Mob No., Email ID to deal with NUSRL, Ranchi:	
5	Experience in supply and installation of Computer related items with equivalent or higher of quoted value of the quoted item by a single order in Govt. Dept/PSU/Autonomous Bodies/University in last three years as on date. (Proof of same to be attached)	
6	Bidder must have an average Turnover of rupees 3Cr. for the year of 2016-17, 2017-18 and 2018-19. An audited certificate by a Chartered Accountant to be attached.	
7	Income Tax Returns for the year of 2016-17, 2017-18 and 2018-19 (Copies of same to be attached)	
8	Valid GST Registration certificate and PAN card (Copies of same to be attached)	
9	Firm should not be blacklisted or barred by any Dept. of Govt., PSU, Autonomous Bodies (Attach self-declaration on the letter head of bidder)	
10	Detail of EMD attached	
10	Annexure - I: Bid Forwarding Letter	
11	Duly filled Annexure-II/A and II/B	
12	Annexure-III: Manufacturer Authorization Form (MAF)	
13	Authorization Letter by the OEM	
14	Entire duly signed and sealed bid documents with corrigendum/ amendments, if any, by the authorized representative of the bidder	

**(PART - B: Technical Compliance)**

Make to be quoted:

Model to be quoted:

Quantity: Five (05)

<b>Desktop Computer</b>			
<b>Sr. No.</b>	<b>Component</b>	<b>Specifications</b>	<b>Compliance Y/N</b>
1.	<b>Processor</b>	Intel® Core™i5	
2.	<b>Generation</b>	9500	
3.	<b>Operating System:</b>	Microsoft <b>Windows 10 Professional</b> x64	
4.	<b>Memory:</b>	8 GB RAM	
5.	<b>Storage:</b>	512 GB internal Solid State Drive (SSD) or 1 TB internal HDD	
6.	<b>Monitor/Display:</b>	49.53cm (19.5")	
7.	<b>Network Adaptor:</b>	802.11ac 2.4/5 GHz wireless adapter	
		100/1000 Ethernet Adapter	
8.	<b>Warranty</b>	3 Years	
9.	<b>Antivirus</b>	12 Months	
<b>All-in One</b>			
1.	<b>Key Functions</b>	Print, Scan, Copy and Automatic 2-sided Printing	
2.	<b>Print Speed (A4/Letter)</b>	Up to 34 / 36 ppm	
3.	<b>2-sided Printing</b>	Yes	
4.	<b>Print Resolution</b>	600 x 600 dpi; HQ1,200 (2,400 x 600 dpi) quality; 1,200 x 1,200 dpi	
5.	<b>First Printout Time (Ready)</b>	Less than 8.5 secs	
6.	<b>Max. Monthly Duty Cycle</b>	Up to 15,000 pages	
7.	<b>Copy Speed (A4/Letter)</b>	Up to 34/36 cpm	
8.	<b>Reduction/Enlargement (%)</b>	25% - 400% in 1% increments	
9.	<b>Copy Resolution</b>	600 x 600 dpi	
10.	<b>Scanning Speed (Mono/Colour)#</b>	22.5 / 7.5 ipm	
11.	<b>Scan Resolution</b>	Optical - 1,200 x 1,200 dpi; Interpolated 19,200 x 19,200 dpi	

12.	Scan to Features	SharePoint (PC-CC4 Only), Image, OCR, File, Email	
13.	Input Capacity	250 sheets	
14.	Manual Feed Slot	1 sheet	
15.	Output Capacity <sup>^</sup>	120 Sheets Face Down	
16.	Media Weights	60 to 230g/m2 (Using Manual Feed Slot)	
17.	Media Size	A4, Letter, A5, A5(Long Edge), A6, Executive, Legal, Folio, Mexico Legal, India Legal	
18.	Interface	Hi-Speed USB 2.0	
19.	Processor Speed	600MHz	
20.	Memory	128MB	
21.	Emulation	PCL6, BR-Script3, PDF Version 1.7	
22.	Display	16 characters x 2 lines	
23.	OS Compatibility	Windows 7 SP1, 8, 8.1, 10, macOS v10.10.5, 10.11.x, 10.12.x (Download only), CUPS, LPD/LPRng (x86/x64 environment)	
24.	Energy Saving Mode	Energy Star	
25.	Power Consumption (Printing / Sleep)	475W / 6.2W	
26.	Power Source	220-240V, AC 50/60Hz	
27.	Noise Level	LpAm = 49 dB(A)	
28.	<b>Warranty</b>	1 Year	

**Document Scanner**

1.	Technology	Dual CIS (contact Image Sensor)	
2.	Product Form Factor	Compact Sheet fed desktop scanner	
3.	Local Interfaces	Hi-Speed USB 2.0, USB Host (up to 64GB)	
4.	Control Panel	LED, Keys	
5.	Backup Clock	Up to 24hours	
6.	Light Source	LED Array	
7.	Scan Speed Standard (A4)	Up to 35ppm (pages per minute) colour and mono	
8.	Optical Scan Resolution	Up to 600 x600dpi (dots per inch)	
9.	Scan Speed 2-Sided(A4)	Up to 70 sides per minute (35 sheets per minute) colour and mono	
10.	Interpolated Scan Resolution <sup>3</sup>	Up to 1,200 x1,200dpi (dots per inch)	
11.	Supported file formats	Including TIFF (BW only), JPEG (Greyscale/Colour),PDF, Secured PDF, Signed PDF, PDF/A-1b, SearchablePDF <sup>3</sup>	
12.	Scan to Email <sup>3</sup>	Scan documents as an attachment into your E-mail application	

13.	Scan to Image3	Scan into your preferred image editing software	
14.	Direct Scan	Scan directly to a USB flash memory drive and to a PC without installing any driver	
15.	Scan toOCR3	Scan documents directly into your word processing application for instant editing	
16.	Windows®8	TWAIN 2.3,WIA Windows10® (32 & 64 bit editions) Windows8® (32 & 64 bit editions) Windows7® (SP1 32 & 64 bit editions) Windows XP® (32 bit SP3only) Windows® Server 2012, 2012R2,2008R2(SP1)	
17.	Macintosh	TWAIN 1.9 &ICA macOS10.10.x,10.11.x, 10.12.x	
18.	Linux	SANE	
19.	Power Requirement	AC: 100 –240V50/60Hz, DC: 24V,1.0A	
20.	Power Consumption(Off)	0.1W	
21.	Power Saving mode	This enables the scanner to consume less energy when not in use	
22.	Power Consumption (Scanning)	21W	
23.	Power Consumption(Sleep)	0.8W	
24.	Energy Star	4.7W	
25.	iPS for mac OS	iPS- EasytousecansoftwarefromBrotherofferingadvancedimageprocessing	
26.	Remote Setup	Allows the user to set-up the scanner from their PC	
27.	iPS for PC Win	iPS- EasytousecansoftwarefromBrotherofferingadvancedimageprocessing	
28.	Remote Setup	Allows the user to set-up the scanner from their PC	
29.	Paper Input /Output	Up to 50 sheets	
30.	Paper Weight	50gsm –209gsm	
31.	Paper SizeMulti5	Width 51 -215.9mm, Length 51 –355.6mm	
32.	Plastic Card Thickness	Embossed up to1.32mm	
33.	<b>Warranty</b>	1 Year	

Place:

Signature of the Bidder:

Date:

Name, Address of the Bidder: Telephone No.:

**MANUFACTURER AUTHORIZATION**  
**FORM**

(On the Letterhead of OEM)

To

The Registrar  
National University of Study and Research in Law  
AT- Nagri, P.O Bukru,  
Kanke-Pithoria Road, Kanke,  
Ranchi-834006, Jharkhand, INDIA.

Dear Sir,

**Sub: Manufacturer Authorization Form for NIT No.**

NUSRL/PURCHASE/TENDERS/2020-21/ Computer/Printer/Scanner

We \_\_\_\_\_ <OEM Name> having  
our \_\_\_\_\_ registered \_\_\_\_\_ office \_\_\_\_\_ at  
\_\_\_\_\_ <OEM  
Address> are an established and reputed manufacturer of  
\_\_\_\_\_ <Product Details> do hereby authorize  
M/s \_\_\_\_\_

<Name and Address of the Partner> to offer their quotation and conclude the contract with you against the above invitation for tender

We hereby extend our full guarantee and warranty as per terms and conditions of the tender and the contract for the solution, products/ equipment and services offered against this invitation for tender by the above firm and will extend technical support and update/ upgrades.

<OEM Name>

<Authorized Signatory> Name:

Designation:

Date:

Seal:

Note: This MAF should be on the letterhead of the OEM and should be signed by a Competent and Authorized Person of OEM.

**PRICE BID**

(On the Letterhead of the Bidder)

To,

The Registrar

NUSRL, Ranchi

Sub: Submission of Price Bid towards “Tender for Supply &amp; Installation of IFP”

Sl. No.	Item Description	Model	Qty.	Amount (in Rs.)		Taxes (%)	Total (Rs.)	
				In figure	In words		In figure	In words
1.	Desktop Computer (Three Years Warranty)		10					
2.	All in One Printer		06					
3.	Document Scanner		01					

Note: All price in INR only.

Place:

Date:

Signature of the Bidder:

Name, Address of

the Bidder:

Telephone No.: