



TENDER FEES: Rs.500/-

**WALCHAND COLLEGE OF ENGINEERING, SANGLI
(Government-Aided Autonomous Institute)**

Tender Document for Supply, Installation, Testing of Photocopier machine at Diploma Dept.



Bid Details		
1.	Date of releasing tender	30 th July 2024
2.	Last date and time for submission of Bid Documents	6 th August 2024 up to 5:30 pm
3.	Date and Time of opening of Technical Bid Documents	7 th August 2024 at 11:00 am
4.	Date and Time of opening of commercial Bid Documents	8 th August 2024 at 11:30 am



INVITATION FOR TENDERS

Ref No: WCE /Diploma/PHOTOCOPIER MACHINE/JULY/2024

Date: 29/07/2024

To _____

SUB: Invitation of Tender for supply of Photocopier machine at Diploma dept. through E procurement portal.

Dear Sir,

You are invited to submit your most competitive bid subject to the terms and conditions as enclosed herewith. Tender form is available on the website "<https://organizations.maharashtra.nextprocure.in>" for the submission. To participate, bidders need to register themselves on the portal and generate user ID and Password. For any queries registered bidders may write to stores@walchandsanjli.ac.in. The cost of tender form (Rs 500/-) and EMD (at 3% of the total offered cost of the items) is to be paid. The bidders may pay the amount through **NEFT** on Bank of India (Vishrambag Branch); Current account 150720100000002; IFSC: BKID0001507 with narration as "amount towards cost tender form and EMD of the tender ". A photocopy of the **NEFT** needs to be uploaded on the portal along with the offer.

Please note that the last date for E - submission of the Tender is **6th August 2024**. The tenders without Cost of tender form and EMD will not be considered. The services are to be provided within our college premises within 30 days from the date of our firm purchase order.

We look forward to receive your most competitive bids.

Yours faithfully,

DIRECTOR



Item Description

Sr. No.	Particulars	Quantity	Basic Rate/ Unit	Total Amt. (GST Extra at Actual)
1	Multifunctional B/W Photocopier Machine Network Printer/ Scanner Model Name -TASKALFA MZ3200i Company- Kyocera Speed 32 CPM/PPM , Memory 4 GB, Zoom 25-400%, Multicopy 9999, ID Copy, Copy Resolution 600x600 dpi, Print Resolution 1200 dpi, 2x500 Sheets tray, 100 sheets multipass tray, Duplex, A3 size B/W Laser Network Printer, A3 Size Network Colour Scanner Scan to PC, Scan to USB, USB Print, Automotive Document Feeder, 10.1" touch screen , DF/TIFF/JPEG/BMP Scan Formats available. Standard Warranty; 1 years onsite as per Kyocera norms.	1		
2	Buyback for your old machine model MP 2000Le	1		

Eligibility Criteria

The Applicants / Bidder shall fulfil all of the following eligibility criteria independently, as on the date of Submission of the bid.

Sr. No.	Eligibility Criteria
1.	The Applicants / Bidder may be a Proprietary firm / Limited Company / Corporate body legally constituted / authorized dealer and should be registered with the appropriate registration authority
2.	The Applicants / Bidder should have experience in Services to Government Departments, Public Sector Companies, Banks and Government Autonomous organizations/Institutions. The Applicants / Bidder should have executed at least three such works.
3.	There should be no case pending with the police case against the Proprietor/Firm/Partner or the Company as a whole (Applicants / Bidder) shall not have been blacklisted by any Government Departments, Public Sector Companies, Banks and Government Autonomous organizations.
4.	The Applicants / Bidder should be registered with Income Tax and GST Tax departments;

TERMS AND CONDITIONS

Please note following terms and conditions before filling the tender form and return this sheet duly signed along with company's seal.

- Essential additional Services to be included are installation, training on college site including supplying documentation, Software Media /Software with media. (Licensed Version), manual for the usage, maintenance etc. Equipment for its malfunctioning, if any, must be replaced / repaired to satisfactory working condition within 15 days after official communication during warranty period.
- For any proprietary items, attach certificate from the manufacturer that the product is proprietary and also attach the valid certificate of authorized dealer/distributor/channel partner saying the product is proprietary.
- Local/ service support for three years must be provided by the party/manufacturer. By default, warranty/bank guaranty for 3 years will be applicable for all items mentioned in tender.



4. Usual payment terms: 80% against successful installation, testing, training, tagging, satisfactory certification from concerned department and 20% after submission of Bank guarantee for three years for 10% of the total purchase order.
5. The cost of tender form (Rs 500/-) and EMD 3% (of the total offered cost of the items) is to be paid. The bidders may pay the amount through NEFT/Net Banking on Bank of India (Vishrambag Branch); Current account 150720100000002; IFSC: BKID0001507 with narration as "amount towards cost tender form and EMD of the tender ". A photocopy of the NEFT needs to be uploaded on the portal along with the offer.
6. Interested contractors/bidders will have to make payment (using credit/debit card/net banking/Cash card) of Rs. 885/- (inclusive of all taxes) per bid per tender to online service provider of e-Tendering system (Sify NexTenders) at the time of Commencing Online Bid Submission stage of the tender schedule.

7. All online Payments should be issued in the favor of, "Director, Walchand College of Engineering, Sangli"

8. Tender submissions, without tender cost and EMD will not be considered.
9. If tenderer has SSI/MSME registration for specific supply of the equipment/ material, the tenderer will be exempted from paying E.M.D. The valid proof of SSI/MSME registration documents, for this purpose, along with list of satisfied customers having received similar equipment/ Material must be uploaded. If SSI/MSME registered agency found to be lowest the agency has to accept purchase order (PO) and meet with scope of the PO to the satisfaction of college authority.
10. If the bidder fails to meet with scope of the tender, the college keeps right to convey the same to appropriate agency to take suitable legal action and even blacklisting the agency for all the future dealings with the college.
11. The right to reject or accept any or all offers with or without modifications from any or all parties without assigning any reason is reserved with the "Director, Walchand College of Engineering, Sangli".
12. **Rates quoted should be in Indian rupees and should be valid for "Two Months" at least.**
13. **The delivery of materials at college site and should be done preferably within two weeks and not later than four weeks under any circumstances after date of purchase order.**
14. Legal matter will be restricted to "Sangli jurisdiction".
15. Quantity mentioned in tender for item may vary.
16. Enough supporting documents, for example, photograph of the equipment, specifications of the items, deviation from tender spec if any, customer list, Authorization letter, GST number etc. must be submitted along with the TENDER.
17. Detailed Time Table for the various activities to be performed in e-tendering process by the tenderer for quoting the offer is given in this Tender Document under Tender Schedule on the E portal. Bidder should carefully note the cut-off dates for carrying out each e-tendering process / activity.
18. Every effort is being made to keep the website up to date and running smoothly 24 x 7 by the Walchand College of Engineering Sangli. However, Walchand College of Engineering takes no responsibility and will not be liable for the website being temporarily unavailable due to any technical issue at any point of time.
19. Walchand College of Engineering, Sangli will not be liable or responsible for any damages or expenses arising from any difficulty, error, imperfection or inaccuracy with this website. It includes all associated services, or due to such unavailability of the website or any part thereof or any contents or any associated services.
20. Tenderers must register, pay the necessary fees, and follow the time table of e-tendering process and get their activities of e-tendering processes done well in advance so as to avoid any inconvenience due to unforeseen technical problem if any.
21. Walchand College of Engineering Sangli Will not be responsible for any incomplete activity of e-Tendering process of the tenderer due to technical error / failure of website and it cannot be challenged by way of appeal, arbitration and in the Court of Law.
22. If any assistance is required regarding e-tendering (registration/upload/download) please contact



GoM e-Tendering Help Desk on number:**7506797596,9356468309,9356472861&9356492848** &
E-mail: helpdesk@nextenders.com

23. The bidder has to submit an undertaking for terms and conditions, if selected for placing the order (Undertaking form will be provided after shortlisting).

Declaration:

I / We have read the above instructions carefully, and I /we will abide by the instructions.

Stamp and Name of the Bidder

Date: