

HIGH COURT OF CHHATTISGARH, BILASPUR

No.11742/CPC/2023(MFD Printer for J.O.)

Bilaspur, dated -11 /09/2023



Bid Document for

**Procurement of MFD Printers for the use of the Judicial Officers posted at
various District Court of Chhattisgarh State**

High Court of Chhattisgarh, Bilaspur 495220
Phone No. - 07752-241027
email- highcourt.cg@nic.in, cpc-cg@aij.gov.in

HIGH COURT OF CHHATTISGARH, BILASPUR

Tender Notice

No. 11742 /CPC/2023 (Duplex Laser Printers)

Bilaspur, dated 11 /09/2023

Sealed estimates/quotations are invited from the intending firms having valid GST and PAN Numbers for Supply, Testing, Installation & Maintenance of following articles:-

Sl. No.	Name of the Articles	Quantity
1.	MFD Laser Printer for the Judicial Officers posted at Courts of various Districts (As per the attached Technical Specification, Annex.-"A")	394 Pcs.

Note: Minimum required specification is attached herewith as Annex."A".

Terms and Conditions:-


- The Firm will submit its written undertaking for providing 03 Years onsite warranty of the aforementioned articles, during the warranty period as provided by the OEM/Bidder.
- The Firm will submit EMD amount @3% cost of quoted value as EMD charge (in round Figure) in the name of the Registrar General, High Court of Chhattisgarh, Bilaspur at the time of submission of quotations, same will be returned to the firm as per the Chhattisgarh Store Purchase Rules 2002.
- EMD Exemption: Only Manufacturers for goods are eligible for exemption from EMD.
- The EMD charges will be returned to the L1-Bidder after receiving PBG @amount of 3% of first order value.
- The Firm should be established Office/Service Center/Field Engineer at Bilaspur/Raipur of the Chhattisgarh State (Kindly attach the details with quotations like address, Name of the Offices/Proprietor with e-mail ID and Mobile Numbers).
- The Firm shall submit the rates of only good quality heavy duty use Products, which are available with the bidders and on being demanded, firm will supply the said articles within 45 days.
- Required quantity of aforementioned articles may be increased or decreased. It will depend on our actual requirement.
- Unit Price of article should be including packing, forwarding, freight, insurance, installation, configuration, commissioning, warranty, comprehensive maintenance for 3 years warranty period or any other charges, in following format:-

- Details of Price of following articles:-

Sl. No.	Name of the article	Unit Price of Item (In Rs.)	Required Quantity of articles	Total price of item (In Rs.)	GST (In Rs.)	Total (In Rs.)
(A)	(B)	(C)	(D)	(E=C*D)	F	(G=E+F)
1.	MFD Laser Printer for the Judicial Officers posted at Courts of various Districts (As per the attached Technical Specification, Annex.-"A")		394 Pcs.			

- i) Bidder will submit proper original installation report with bill invoice for payment.
- j) Preference will be given to bidders who provide higher configuration in lowest cost.
- k) Before issuance of purchase order L1 bidder will give demonstration of their quoted product.
- l) Technical Compliance report/Sheet is mandatory for evolution of Technical Specification of the articles. Bidder has to submit the technical compliance report as per Annexure-"A".
- m) Bidder Turnover document should be submitted for F.Y. 2019-2020, 2020-2021 and 2021-2022 @50,00,000/- per year.
- n) Bidder will submit its Tender documents in two envelope i.e. Envelope-A (Technical documents, EMD as per the check list Annex-"B") and Envelope-B (Financial documents i.e. details of price of articles as per the format given below point no. h). Both Envelope will be kept in third envelope mentioning the details of Tender Notice as per the format attached as Annex-"C"
- o) Bidder will submit undertaking to quote only original, genuine articles/parts. Refurbished articles will not be permitted.
- p) All the articles/ accessories should be compiled by single OEM.
- q) The bidder will supply the articles at location within 60 days. In case of failure in maintaining the delivery schedule 0.5% amount per week will be deducted from bill amount of the non-supplied articles subjected to maximum of 2 Weeks. Thereafter, matter may be placed before Hon'ble the Committee no. 5(1) i.e. Hon'ble the Committee for Computerization, Weeding and Digitization of Records of High Court and District Courts for kind consideration and orders on this matter.
- r) Any representations received against this Tender Notice will be placed before Hon'ble the Committee no. 5(1) i.e. Hon'ble the Committee for Computerization, Weeding and Digitization of Records of High Court and District Courts and the decision made by Hon'ble the Committee will be final and binding.
- s) Bidder will submit ink-signed signature with seal of OEM authorization certificate as per the attached format. If the bidder will submit the digital signed authorization certificate then same will be subjected to verified from the authorized signatory of OEM.
- t) List of locations of Courts of Chhattisgarh State on which articles are to be supplied will be given to the L1-Bidder along with the purchase order.
- u) Bidder will submit index of documents with page numbers.

Tender documents (Technical and financial) must be submitted to the Registrar General, High Court of Chhattisgarh, Bilaspur either personally or through authorized agents or by Post on or before 04:30 PM of 09/10/2023, which will be opened on next working day i.e. on 10/10/2023, after 11:30 AM. Estimates/quotations received through e-mail or after the specified date will not be taken into consideration and the Registrar General of this High Court reserve every right to rejecting any estimates/quotations without assigning any reason thereof.


Arvind Kumar Verma
 Registrar General
 8.9.23

Annex - A
for judicial officers

MFD Specification

Printing Method	Laser Printing
Print Speed	20 or more pages per minute
Print Resolution	600 x 600dpi
Print Quality with Image Renement Technology	1 200 x 1 200dpi (equivalent)
Warm-Up Time (From Power On)	15s or less
First Print Out Time (FPOT) A4	10.00 or less
Recovery Time (From Sleep Mode)	5.00 or less
Print Language	PCL
Auto Duplex Printing	Yes
Available Paper Size for Auto Duplex Print	A4, Letter, Legal , Indian Legal, Foolscap
Copy Speed	20 pages per minute
Copy Resolution	600 x 600 dpi
First Copy Time (FCOT) A4	10 sec or less
Maximum Number of Copies	50 or more
Reduce / Enlargement	30 - 300%
Scan Type	Colour Contact Image Sensor
Scan Resolution	600 x 600 dpi
Maximum Scan Size	Platen Glass : 200-250 or more
Scan Speed	Platen Glass :.2.0s per sheet (mono), 4.0s per sheet (colour) ADF: 15 ipm / 15 ipm (mono /colour)
Colour Depth	24 bit
Pull Scan	Yes, USB and Network
Push Scan (Scan To PC) with Scan Utility	Yes, USB and Network
Auto Document Feeder (ADF)	30 sheets (80g/m ²)
Available Paper Size for ADF	A4, Letter, Legal
Paper Input	Standard Cassette: 100 sheets
Paper Output (Based on	75 sheets

68g/m ²)	
Paper Size	A4, Legal, Government Legal, Letter
Paper Type	Plain, Heavy, Recycled, Color, Bond, Label, Index Card, Envelope
Standard Interface	Wired: High-Speed USB 2.0 10 / 100 Base-T Ethernet Wireless Wi-Fi 802.11b/g/n
Network Interface	Print: LPD, RAW, IPP / IPPS, WSD-Print (IPv4, Ipv6) Scan: WSD-Scan (IPv4, Ipv6) TCP / IP: Auto IP, (IPv4), DHCPv6 (Ipv6) Management : HTTP / HTTPS, SNMP
Compatible Operating Systems	Ubuntu 20.04 or Higher
Device Memory	128 MB or more
Operating Environment	Temperature: 20 - 25°C Humidity: 20 - 60% RH (no condensation)
Power Requirement	AC 220 - 240V (±10%), 50 / 60Hz (±2Hz)
Monthly Duty Cycle	5000 pages
Cartidge Type	Composite
Warranty	Onsite OEM Warranty : 3 Years

01. EMD / PBG
02. Undertaking (warranty, Firm is not a Blacklisted from any authority, etc.)
03. Make and Model No. of articles (brochure if any)
04. Experience Criteria (3 Years) Past Performance. (30% of Quantity of Similar Products)
05. Compliance of Technical Specification Sheet with data sheet of the product.
06. Bidder Turnover (3 years- F.Y. 2019-2020, 2020-2021 and 2021-2022)
@50,00,000/- per year.
07. Availability of Service Center in C.G. State.
08. Dedicated Toll Free No. (Bidder/OEM/email etc. for maintenance purpose)
09. Escalation Matrix (Bidder/OEM)
10. Office address proof in India (Bidder/OEM).
11. Bidder will submit undertaking to quote only original, genuine articles/parts. Re-furbished articles will not be permitted.
12. Bidder will submit ink-signed signature with seal of OEM authorization certificate as per the attached format. If the bidder will submit the digital signed authorization certificate then same will be subjected to verified from the authorized signatory of OEM.(Annex.-"D")
13. Financial Bids as per the prescribed format and also bifurcation of article wise rates of articles, in case of more than one articles.
14. Certifications.
15. Other documents, available with the bidders related to the articles.

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Format of Envelope-A

<u>Tender Notice for (MFD Laser Printers for the Judicial Officers)</u> <u>(Envelop-"A" Technical Documents)</u>	
<u>Tender Notice No.</u> <u>Date:-</u>	
	To, The Registrar General, High Court of Chhattisgarh, Bilaspur (C.G.)
From:- Name of the Proprietor Complete address of Firms with contact numbers and e-mail id)	

Format of Envelope-B

<u>Tender Notice for (MFD Laser Printers for the Judicial Officers)</u> <u>(Envelop-"B" Financial Documents)</u>	
<u>Tender Notice No.</u> <u>Date:-</u>	
	To, The Registrar General, High Court of Chhattisgarh, Bilaspur (C.G.)
From:- Name of the Proprietor Complete address of Firms with contact numbers and e-mail id)	

Format of Envelope-C

<u>Tender Notice for (MFD Laser Printers for the Judicial Officers) (Envelop-"C")</u> <u>(Kept inside Envelop-"A" Technical Documents and Envelop-"B" Financial bids)</u>	
<u>Tender Notice No.</u> <u>Date:-</u>	
	To, The Registrar General, High Court of Chhattisgarh, Bilaspur (C.G.)
From:- Name of the Proprietor Complete address of Firms with contact numbers and e-mail id)	

On the manufacturer's letter head
Manufacturers authorization for (mention item name)

Ref. No. _____

Date: _____

To,

The Registrar General,
High Court of Chhattisgarh,
Bilaspur (C.G.)

Ref.: Tender No: (Insert Bid Reference) with date

Dear Sir,

(Name of the OEM), who are to manufacturers of (Name of Item) -----
having our Office at (Registered office/ Factory Address) ----- do
hereby authorize (Name of the Bidder) ----- to submit a bid,
against above mentioned tender. The purpose of which is to provide the following
equipment (Name of Item) ----- and to subsequently negotiate & Sign the
contract with you for the supply, testing, installation and maintenance of the
goods manufactured by us.

We hereby extend our full guarantee/warranty for the above specified equipment
offered by us, supporting the supply, testing, installation, maintenance &
operational acceptance of the said equipment by (Name of the bidder) against
these bidding documents & duly authorize the said bidder to act on our behalf in
fulfilling these guarantee & warranty obligations.

No other company other than (Name of the bidder) unless authorized by a
separate letter directly addressed to you mentioning the tender details, are
authorized to bid, & conclude the contract for the above goods manufactured by
us, against this specific tender.

We also hereby declare that during the contract including warranty/defects
liability), we will make our technical & Engineering help available to (Name of the
bidder) to assist them in performance of all their obligations and carry out
software/firmware up-gradation during the warranty period to the purchaser under
the contract.

For, (Name of the manufacturer)
signature
Name of the person signing the letter
Designation/ Authority

Seal