



ICAR-CENTRAL TUBER CROPS RESEARCH INSTITUTE
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F. No. 1-55/2016-Stores.

Dated 24th January, 2017.

Sub: Quotation for the supply of “**Network Printer**”- reg

Sir/Sirs,

Please arrange to send your quotation for the under mentioned articles/stores/ Lab equipment to this office on or before the last date indicated below:

1. Your quotation should be sent in a sealed cover super-scribing Quotation for “**Network Laser Printer**” before **2.00 PM on 10.2.2017**
2. Quotation will be considered if they are complete in all respects with regard to the price item wise prices wherever necessary, specifications, delivery and other particulars essential to enable a purchase decision to be taken at this end.
3. **EARNEST MONEY: Rs. 5000/-** as EMD in the form of Demand Draft should be enclosed with Quotations. The DD must be in favour of DIRECTOR, CENTRAL TUBER CROPS RESEARCH INSTITUTE, THIRUVANANTHAPURAM.

In no circumstances Government Promissory Notes, S.B. Pass Book or Cheque will be received with Tender/ Quotations as Earnest Money

THE TENDER/QUOTATIONS MAY NOT BE CONSIDERD IF THE EARNEST MONEY RECEIPT /DD IS NOT SENT WITH THE TENDER/QUOTATIONS. No request for transfer of any previous deposit of Earnest Money will be entertained should the tenderer /bidders fail to observe and comply with the forgoing stipulation; the aforesaid amount will be forfeited to the Indian Council of Agricultural Research. In the event of the offer made by the tenderers/ bidders not being accepted, the amount of Earnest Money deposited will be refunded to him after he has applied for the same in a manner prescribed by Indian Council of Agricultural Research.

4. **Prices:** - Price indicated on the price schedule shall be entered separately in the following manner.

I. For goods offered from within India

- a. The price of the goods, quoted ex- factory, ex- showroom, ex- warehouse or off- the -shelf, as applicable, including customs, excise and any other duties and sales and other taxes already paid of payable on the components and raw material used in the manufacture or assembly of the goods quoted ex-factory or on the previously imported goods of foreign origin quoted ex- showroom, ex- warehouse or off- the -shelf
- b. Any sales or other taxes/ duties including excise duty, which will be payable on the goods in India if the contract is awarded
- c. Charges of inland transportation, insurance and other local costs incidental to delivery of goods to their final destination, and
- d. The price of incidental services as and if listed in Schedule of Requirements
- e. Any element of cost, taxes, duties, levies etc. not specifically indicated in the bid, shall not be paid by the purchaser

II. For goods offered from abroad

- a. The price of goods shall be quoted CIF port of entry in India or CIP named place of destination in India. In quoting the prices, the bidder shall use ocean transportation through Indian flag vessels of Indian origin or through vessels of shipping conference Lines in which India is a member country. Similarly, the bidder may obtain insurance services from any nationalized insurance company in India,
 - b. For imported items price should be quoted both for CIF and FOB charges. Prices should be quoted for the basic equipment as a whole as per the specifications mentioned in the schedule. Accessories if any should be quoted separately.
 - c. Charges for inland transportation, insurance and other local costs incidental to delivery of the goods from the port of entry in India to their final destination, and
 - d. The price of incidental services as and if listed in the Schedule of Requirement
 - e. Any element of cost, taxes, duties, levies etc. not specifically indicated in the bid, shall not be paid by the purchaser.
- I. The prices quoted must be net per unit shown in the schedule and must include all packing and delivery charges. Refunds on account of returnable packages (if any) are to be separately specified. Prices and refunds must be clearly shown in figures and words in Indian Currency.

- II. The prices must be stated for each item separately, the percentage of reduction, in the total price for the entire demand should also be quoted, should on an order to that extent be placed with you.
 - III. If it is decided to ask for Excise Duty or any other charges extra, the same must be specifically stated. In the absence of any such stipulation it will be presumed that the prices include all charges and no claim for the same will be entertained. CTCRI is registered with the Department of Scientific and Industrial Research(DSIR) for purposes of availing CUSTOMS DUTY EXEMPTION in terms of Govt. notification no. 51/96-Customs dated 23.07.1996 and **CENTRAL EXCISE DUTY EXEMPTION** in terms of Govt. Notification no. 10/97- Central Excise dated 01.03.1997 and **hence RATE SHOULD BE QUOTED ACCORDINGLY.**
 - IV. In case the bidder is quoting as an agent on behalf of a manufacturer then its bid must contain the manufacturer's authorization from as per the standard format.
 - V. The prices quoted by the tenderers/bidders should be exclusively of sales tax (and should be clearly state to be so) which will be paid by the purchaser, if legally leviable at the rate ruling on the date of supply as specified in the Acceptance of Tender/bids.
 - VI. All the pages of the schedule where rates are quoted by the tenderer(s)/ bidders should be signed along with seal.
 - VII. The terms FOB, CIF, CIP etc. shall be governed by the rules & regulations prescribed in the current edition of INCOTERMS, published by the International chamber of Commerce, Paris.
 - VIII. Separation of the price components will be solely for the purpose of facilitating the comparison of bids by the purchaser and will not in any way limit the purchaser's right to contract on any of the terms offered.
 - IX. Prices quoted by the bidder shall remain firm and fixed during the currency of the contract and not subject to variation on any account. If the requirement is for a fixed price bid, a bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.
5. The quotation will be kept valid up to **31.03.2017**
 6. As per the existing orders, no advance payment will be made.
 7. Quotation should clearly indicate the point of supply. Quotation specifying rates for supply at the Institute is preferred. If the quotation is not for supply at the institute extra charge for delivery at this Institute shall be specified. All required

information regarding the item i.e. brochure leaflets, client list and other details should be enclosed failing which quotation will not be considered.

8. In case any rate contract exists with DGS & D, the same may kindly be mentioned.
9. Unless specifically indicated by you, it will be presumed that the quotation conform to the conditions specified above.
10. **The quotation will be opened at 3.00 PM on 10.2.2017** in the presence of those tenderers who are present.
11. The right to accept or reject any or all of the quotations in full or part thereof is reserved by the Director CTCRI, Trivandrum.
12. The payment to the successful bidder to whom supply order is placed will be made in the following manner and on production of the following documents. (No request for sight draft or advance payment will be entertained and bids quoted with above conditions are likely to be summarily rejected.)
13. Payment for goods supplied within India (domestically) will be made within 30days after completion of the supply /after successful implementation of the equipment/machinery by the way of e-payment for which your PAN number, Bank account number, name of Bank, Swift code etc. must be submitted.

| Item | Specifications | Quantity required |
|------|---|-------------------|
| 01 | <p>Digital Copier with Network Printer</p> <p>Type : Colour laser Multi functional device Minimum copying :20 cpm colour Original size: A3 Image size : A3 Excellent print Quality : Vivid& vibrant color technology Customizable operation panel : Vari angle& compact for visibility of output tray Reminder LED : A visual reminder to collect original Better productivity : upto 300 GSM supported, with addition 100 mailboxes for scan and store, additional, paper sizes 12x18, Indian legal supported RAM : 2 GB HDD : 250 GB Inter Face : Network and USB 2.0 Technology : Laser multi beam laser Copy Resolution : 600 x 600 dpi Print Resolution : 1200 x 1200 dpi Zoom : 25-400% Duplex : Auto Std. Paper Capacity : 550/550 sheets By pass : 100 sheets Multiple Copying : 1 to 999(0to 9 keypad) Paper trays : 2 or more Mono Component toner : 1. Consistent print quality from first to last print Software for printer management : With accounting/ print restriction software with provision for individual print Q</p> | One |

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| <p>Important Note :</p> <p>The rate should include the price for Printer stand for keeping the Printer and should be supplied along with the printer. All necessary cables, connectors/acc should be included with the printer.</p> <p>The take back price of the Existing RICOH AFICIO MP 2000LE Digital copier should be shown separately</p> |
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Yours faithfully,


Sr. Administrative Officer

Copy to:

1. Mr. A. Madhu, ACTO, ICAR-CTCRI, Sreekariyam
2. Dr. V.S. Santhosh Mithra, Senior Scientist, ICAR-CTCRI, Sreekariyam, Thiruvananthapuram -for publishing in the ICAR-CTCRI web-site

