



सत्यमेव जयते



## **Competition Commission of India**

*Hindustan Times House(3<sup>rd</sup> floor)*

*18-20, Kasturba Gandhi Marg,*

*New Delhi – 110001*

*Tel : 011-23473690 Fax : 011-23704686*

F.No.D-13020/1/2008-CSD

Dated : 23.01.2013

### **NOTICE INVITING TENDER FOR SUPPLY OF MULTIFUNCTION PRINTERS**

Competition Commission of India invite sealed quotations from established, reputed firms for supply of Multifunction Printers (MFPs) in the Office of the Competition Commission of India at 'Hindustan Times House', 18-20, Kasturba Gandhi Marg, New Delhi – 110 001. Details of the items required and other terms and conditions relating to the supply of MFPs are given in the Annexure –I.

2. Tender Document is available on the website of the Commission i.e. [www.cci.gov.in](http://www.cci.gov.in). The intending bidders may download the tender document containing the terms and conditions and submit the same along with requisite amount of Earnest Money in the form of crossed Demand Draft in favour of "Competition Commission of India (Competition Fund) Account" payable at New Delhi. Tenders received without the requisite EMD will be rejected.

3. All interested service providers are requested to submit their sealed quotations as per prescribed procedure to this office on or before **1500 Hrs. of 18.02.2013**.

4. The "Technical Bid" will be opened on the same day i.e. **18.02.2013 at 1600 Hrs.** in the presence of authorized representatives of bidders. The "Financial Bids" of only those firm(s) shall be opened who qualify the eligibility criteria of "Technical Bid" as stipulated in the tender document.

(Virendra Singh)  
Deputy Director

**TERMS & CONDITIONS**

1. **LAST DATE & TIME OF RECEIPT OF QUOTATIONS** : **18.02.2013**  
: **1500 Hrs.**
2. **DATE & TIME OF OPENING OF TECHNICAL BID** : **18.02.2013**  
: **1600 Hrs.**
3. **PLACE OF SUBMITTING QUOTATIONS** : Reception of CCI (3<sup>rd</sup> Floor)  
Hindustan Times House  
18-20, Kasturba Gandhi Marg,  
New Delhi – 110 001.
4. **No. of MFPs required** : Ten
5. **Technical Specifications** : As per Annexure-II
6. The other **terms and conditions** for supply of the MFPs would be as under :
  - (i) The technical configuration of the MFPs, has been mentioned in Annexure-II.
  - (ii) The minimum warranty period required is one year. The bidder is at liberty to offer a higher warranty period and the Purchaser / Indenter reserves the right to avail of the longer warranty period offered.
  - (iii) Bidders are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully in the bid document.
  - (iv) The bidder will make a demonstration of the MFPs before the officers of the CCI for technical evaluation of the same, as and when required by the CCI.
  - (v) The quantity indicated in the Bid Document is tentative. Competition Commission of India, however, reserves the right to increase or decrease the quantity depending on the needs of the CCI without assigning any reasons.
  - (vi) The Bidder should indicate specifically the Basic Price, Taxes/Excise duty, other duties (if any), and levies chargeable quantitatively against the printer. In the absence of the same, the bid can be cancelled.
  - (vii) The Bidder should clearly indicate the delivery period of the items.
  - (viii) The Bidder should clearly indicate the availability of service and maintenance facilities at Delhi/New Delhi for the items quoted.
  - (ix) The perspective supplier will supply the required MFPs within 15 days from the date of receipt of the supply order.

## 7. Eligibility conditions

- a) The agency/firm should be having experience of at least 5 years in the relevant field and must be supplying computer items/printers to various reputed organizations/departments of Government of India/Public Sector Undertakings/statutory bodies/MNCs.
- b) The agency/firm should be registered under Service Tax Registration/TIN/VAT Registration No. (copy to be attached)
- c) The agency/firm should have a minimum turnover of Rs.25 lakh per year during the last three years.
- d) The details of inputs/information required to be submitted by the agency are listed in the format for Technical Bid (Annexure II).
- e) The details of current and previous clients are to be submitted by the agency incorporating the following details :
  - i) Name of Office
  - ii) Contact Person (Tel.No./Email ID)
  - iii) Period and volume of work with the manpower deployed

**8. Earnest Money Deposit (EMD) :** The bidder shall furnish an amount of Earnest Money of Rs.10,000 (Rupees Twenty Thousand only) by way of Demand Draft drawn in favour of "Competition Commission of India (Competition Fund) Account" payable at New Delhi. The bid security of the unsuccessful bidder will be discharged/returned subsequent to the award of tender to the successful bidder.

## 9. Submission of Tenders:

- (i) The technical and financial bids must be submitted in separate sealed cover in the format as prescribed in Annexure-III and Annexure-IV respectively.
- (ii) Both the technical and financial bids along with third envelope containing EMD are to be kept in a big sealed envelope.
- (iii) The envelope containing EMD should not be sealed and kept open.
- (iv) The big envelope containing the three envelopes must be superscribed "Tender for Supply of MFPs".
- (v) The sealed envelope containing all bids must be dropped in the Tender Box kept at the Reception of CCI at Hindustan Times House (3<sup>rd</sup> Floor) by **1500 Hrs. of 18.02.2013**.
- (vi) Technical bids shall be opened on **18.02.2013 at 1600 Hrs.** in the presence of authorized representatives of bidders.
- (vii) Commercial/Financial bids of only those bidders whose technical bids are acceptable/qualified will be opened.
- (viii) Late/delayed tenders due to any reason, whatsoever, will not be accepted/considered, at all, under any circumstances.

**10. Payment :** Payment to the selected agency shall be released only after the supply and subject to satisfactory functioning of the Printers.

**11. Validity of Tender:** Rates quoted by the Firm shall remain valid for a period of 90 days or more.

**12.** CCI reserves the right to accept or reject any or all the Tenders without assigning any reason.

**COLOR LASER MFP SPECIFICATION (MINIMUM)**

**Functions**

Functions	Print, copy, scan, fax
Multitasking supported	Yes

**Printing Specifications (MINIMUM)**

Print speed black (normal, A4)	12 ppm
Print speed colour (normal, A4)	8 ppm
Duty cycle (Monthly, A4)	30,000 pages
Recommended monthly page volume	300 to 1500
Print Technology	Laser
Print Quality black (best)	600x600 dpi
Print quality color (best)	600x600 dpi
Number of print cartridges	4 (1 each black, cyan, magenta, yellow)

**Paper Handling**

Paper handling output, standard	150-sheet input tray, 35-sheet automatic document feeder
Paper handling output, standard	125-sheet output bin
Envelope input capacity	10 envelopes and above
Duplex printing	Manual (Driver support provided)
Finished output handling	Sheetfed
Media sizes supported	A4; A5;A6;B5(ISO, JIS)
Media sizes , custom	76 x 127 to 216 x 356 mm

**Scanner Specifications**

• **Minimum Specification**

Scanner type	ADF, Flatbed
Scan resolution, optical	1200 dpi
Scan speed (normal, A4)	12ppm (B&W), 8 ppm (color)
Automatic Document feeder capacity	Standard, 35 Sheets

## Copier Specifications

Copy speed ( black, normal quality , A4)	12 cpm
Copy speed (Colour , normal quality, A4)	8 cpm
Copy resolution (black text )	600 x 600 dpi
Copy resolution ( color text and graphics)	600 x 600 dpi
Copy reduce . enlarge settings	25 to 400%
Copies , maximum	99 copies
Fax Specifications	
Fax transmission speed	33.6 kbps
Fax memory	250 pages
Fax resolution	203 x 196 dpi
Speed dials, maximum number	120 numbers
Auto redial	Yes
Fax delayed sending	Yes
Broadcast location	120 locations
Junk Fax Barrier	Yes
Polling	Yes (receive only)
Fax forwarding	Yes
Faxing	Yes

**ANNEXURE - III****PROFORMA FOR TECHNICAL BID**

S.No.	Items	Information/ Inputs to be filled by the tenderer <i>(If required separate sheets may be enclosed)</i>
1.	Name and Address of the firm/agency, telephone number, fax, mobile number, email address	
2.	Name and Address of the directors proprietor /partners	
3.	Annual Turnover	
	2009-10	
	2010-11	
	2011-12	
4.	Contact number in case of emergency	
5.	(a) Service tax number/ Certificate (b) PAN number	
6.	Details of three prominent organizations served during the last three years with contact number of concerned officer	
7.	Details of Earnest Money	DD No.                  Date
8.	Any other information	

**Undertaking**

I hereby certify that all the information's furnished above are true to my knowledge. I have no objection to CCI verifying any or all the information furnished in this document with the concerned authorities, if necessary.

I also certify that , I have understood all the terms and conditions indicated in the tender document and hereby accept the same completely.

Signature of the authorized signatory of the agency  
Official seal/ stamp

Date:  
Place:

**ANNEXURE – IV**

**PROFORMA FOR FINANCIAL BID**

1. Name, Address and Telephone Number :  
Of the Organisation
2. Name of CEO/Proprietor with Tel.No. :
3. Rates offered

S.No.	Particulars	Qty.	Rate per Unit (Rs.)*
01.	Multifunction Printer having the specification _____	10	

\* Exclusive of taxes

.....  
(Signature)

Place:

Name.....

Date :

Designation.....

Seal of the Company.....