

[www.cift.res.in](http://www.cift.res.in)  
Phone: 0484-2412300  
Fax: 0091 -484-2668212

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[ciftpurchase@gmail.com](mailto:ciftpurchase@gmail.com)



केन्द्रीय मात्स्यकी प्रौद्योगिकी संस्थान  
**CENTRAL INSTITUTE OF FISHERIES TECHNOLOGY**  
(भारतीय कृषि अनुसन्धान परिषद)  
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)  
विल्लिंगडन आइलैंड, मत्स्यपुरी पी. ओ., कोच्चिन-682 029  
WILLINGDON ISLAND, MATSYAPURI P.O., COCHIN-682 029



***TENDER FOR THE SUPPLY OF***  
***Heavy Duty Multifunctional A3 Duplex Colour***  
***Laser Printer***  
***FOR***  
***CIFT -KOCHI***

Tender Enquiry No.: **F.No. 20-2/2018-Purchase**

email: [ciftpurchase@gmail.com](mailto:ciftpurchase@gmail.com)

website: [www.cift.res.in](http://www.cift.res.in)

[www.eprocure.gov.in](http://www.eprocure.gov.in)

Tel: 0484 – 2412397 / 2412302/ 2412345

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## NOTICE INVITING TENDER

CIFT invites e-tenders for the supply of Heavy Duty Multifunctional A3 Duplex Colour laser Printer through the website [www.eprocure.gov.in](http://www.eprocure.gov.in) under two bid system from reputed manufacturers / suppliers.

<b>Tender Enquiry No. : F. No. 20-2/2018-Purchase</b>	
<b>Published Date</b>	<b>06.07.2018 - 03. 00 hrs</b>
<b>EMD Submission end date</b>	<b>25.07.2018 - 10 00 hrs</b>
<b>Bid submission start date</b>	<b>06.07.2018 - 03. 30 hrs</b>
<b>Bid submission end date</b>	<b>25.07.2018 - 11 30 hrs</b>
<b>Technical bid opening date</b>	<b>26.07.2018 - 11 30 hrs</b>

### IMPORTANT NOTES:-

1. Tender Documents can be downloaded from CIFT website [www.cift.res.in](http://www.cift.res.in) or from the Central Public Procurement Portal [www.eprocure.gov.in](http://www.eprocure.gov.in). Bidders should enroll / register in the e-procurement module of Central Public Procurement Portal through the website : [www.eprocure.gov.in](http://www.eprocure.gov.in) for participating in the bidding process. Bidders should also possess a valid DSC for online submission of bids.
2. **Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.**
3. Director, CIFT, Cochin -6802029 reserves the right to accept / reject any or all the tenders in part /full without assigning any reason in the best advantage of this Institute.
4. CIFT will not be responsible for any delay in enrollment / registration as bidder or submitting uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website [www.eprocure.gov.in](http://www.eprocure.gov.in) and enroll their Digital Signature Certificate and upload their quotation well in advance.
5. Any change / corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website for updates.

**Asst. Admn. Officer (P)**  
**FOR DIRECTOR**

Place: Kochi  
Date: 06.07.2018



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**INSTRUCTIONS TO THE TENDERERS**

The tender shall be submitted in accordance with these instructions and any tender not confirming to the instructions as under is liable to be rejected. These instructions shall form the part of the tender and the contract.

1. For Online Bid Submission, as per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

More information useful for submitting the online bids on the CPP Portal is available at [“Bidders Manual Kit”](#)

**For Registration**

2. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) by clicking on the link [“Online Bidder Enrollment”](#). Enrolment on the CPP Portal is free of charge.
3. The intending Tenderer, in case of Prime Equipment Manufacturers (PEM) shall upload a self-declaration on their letter-head as PDF file in Cover-I of e-tender, along with the tender documents, confirming that they are regularly manufacturing, supplying, installing, testing & commissioning of the similar equipment for the last 2 years.
4. The intending Tenderer, in case of Authorized Distributor/ Authorised Dealer shall possess valid authorized Distributorship /Dealership license from Prime Equipment Manufacturers (PEM). The tenderer shall enclose the copy of the same as PDF file in Cover-I of the e-tender while submitting the tender.
5. The equipment shall be in compliance with the specifications mentioned in Annexure - I of the tender and shall be of the latest technology, best quality and high standards.
6. Any optional accessories / tooling, besides the standard equipment recommended for the better performance of the equipment, if offered, be provided with their full technical details including their use and advantage in a separate sheet with the tender documents. **Minimum 1 year guarantee has to be provided for the equipment.**
7. No extra payment shall be paid on account of any discrepancy in nomenclature of items.

8. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.
9. Director, CIFT, reserves the right to reject any tender/bid wholly or partly without assigning any reason in the best advantage of this Institute.
10. The Technical Committee constituted by the Director, CIFT shall have the right to verify the particulars furnished by the bidder independently.
11. Tenderer shall take into account all costs including installation, commissioning, cartage etc. for giving delivery of material at site **i.e. CIFT, Cochin** before quoting the rates. In this regard no claim for any extra payment for any reason shall be entertained.
12. The item should be delivered at **CIFT, CIFT Junction, Matsyapuri P.O, Cochin – 682029** and the supplier shall be responsible for dues any damage during the transit of goods.
13. All the tender documents & price bid to be uploaded as per this tender are to be digitally signed by the bidder.
14. All the communications with respect to the tender shall be addressed to:

**The Director,  
Central Institute of Fisheries Technology,  
Willingdon Island, Matsyapuri P.O.  
Kochi – 682029.**



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### GENERAL TERMS & CONDITIONS

1. Name of the Item : **Heavy Duty Multifunctional A3 Duplex colour Laser Printer**
2. Quantity : **1 No.**
3. Only bids received on CPP Portal will be considered for opening. Bids in any physical form sent through fax/email/courier/post/ delivered personally will not be considered.
4. Bidder should log into the site well in advance for bid submission so that the bid is uploaded in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
5. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
6. The rates quoted should be for delivery and installation at **CIFT, Cochin**. The tender shall be valid for a period of 90 days from the date of opening of the tender. **If taxes, duties or any other charges over and above the rates quoted are payable by the purchaser actuals of such taxes/duties/charges should be clearly indicated in the financial bid (BOQ). Please note that this Institute is entitled to concessional Customs duty, exempted from payment of excise duty as applicable to Educational / Research Institutions/ Laboratories etc. against declaration form.**
7. The equipments offered shall confirm to the specifications as given in Annexure -I/supply order and shall be guaranteed against defective design, defective quality material supplied, manufacturing defects etc., for a minimum period of 1 year from the date of supply. Documents supporting the technical specification of the quoted goods may be uploaded in Cover - I in the PDF format.
8. The Tenderer shall upload PDF format copy of GST Registration/ Income Tax PAN, in Cover - I of the e-tender.
9. **Bid Security:**
  - a. The units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC) or the concerned Ministry or Department shall be exempted from the payment of Bid Security as defined under 157 of General Financial Rules(GFR),2005. In such case, copy of the certificate showing registration with the above mentioned institutions to be uploaded in Cover-1 of the e-tender in PDF format.)

- b. In case the unit is not covered as above, it shall submit the offer along with the **Bid Security(Earnest Money Deposit-EMD) for Rs. 5,200/- (Rupees Five thousand two hundred only)**
  - c. The Bid Security of **Rs. 5,200/- (Rupees Five thousand two hundred only)** can be submitted in the form of Demand Draft /Bankers cheque in favour of “ICAR Unit CIFT, Cochin” payable at State Bank of India, Willingdon Island Cochin-682009 or **Bank Guarantee** (←click here to download the BG Format) in the prescribed format, valid for 45 days beyond the validity of bid. **The Bid security is to be submitted to this office on or before 25.07.2018.** Name of the Bidder, Tender and Tender reference number has to be furnished behind the Bid Security DD/Bankers cheque. The scanned copy of Bid Security by way of Demand Draft/Bankers Cheque /BG or its exemption certificate in PDF form should be included in Cover -1 of the E-tender. The offers without Bid Security will be rejected.
  - d. The Bid Security will be returned to the unsuccessful bidders after the orders are placed with the successful bidder.
  - e. The Bid Security will be forfeited if the bidder fails to accept the order based on his/her offer (bid) or fail to supply the items.
10. **Performance Security:** The successful Firm/Party is required to remit a performance security amounting to 5% of the cost of the item/equipment in the form of Demand Draft /Bankers cheques drawn in favour of “ICAR Unit CIFT, Cochin “payable at State Bank of India, Willingdon Island Cochin-682029 or Bank Guarantee from a commercial Bank as directed by this office. The performance security to be remitted within 10 days from the formal intimation. If the bidder fails to remit the Performance Security the Bid security will be forfeited and the acceptance of the tender will be withdrawn and no further correspondence in this regard will be entertained.
- 11. Full specification of the article quoted, for shall be uploaded , in the e-tender in PDF form along with illustrated pamphlets, drawings etc., wherever applicable in Cover – 1.**
12. Payment will be made by Bank/Electronic Transfer, only after satisfactory completion of supply/installation and receipt of pre-receipted bill in triplicate. Quotations giving any other mode of payment may be avoided.
13. The Director, C.I.F.T., COCHIN-682029 reserves the right to accept or reject any or all the quotations either in full or in part without assigning any reason in the best advantage of this Institute. Director CIFT, reserves the right to increase /decrees the quantity of units depending upon the actual requirement arising at the time of award of contract.
14. Proper servicing, whenever necessary, has to be provided by the supplier or their authorized agents. Availability of technical support & servicing facility locally/nationally should be submitted in pdf form in Cover-1 .
15. .Users list may also to be attached in the tender form in cover-1

<b>A3 COLOR PRINTER</b>
<b>Specification</b>
Type Network Printer, Scanner and Copier
Heavy Duty, Floor Mounted, Touch Screen 9" WVGA display with embedded web browser
Print speed 30 PPM , RADF Scan speed – up to 73 IPM
First print out color 7.8 seconds, Monochrome 5.9 seconds
Scanning Resolution 600dpi , 400dpi, 300dpi, 200dpi, 150dpi, 100dpi
Scan modes – Full color, Auto color, Monochrome, Grayscale
Interface – Ethernet (10/100/1000 Base T), USB 2.0 High speed USB
Scan / Print from USB 2.0 / High Speed USB
Network protocol- TCP/IP ( IPV4 / IPV6) NetBIOS over TCP/IP, IPX/SPX@ for Novel* Environments, Mac
PDL - PCL 5e, PCL5c, PCL6 (PCL XL), PS3,PDF, XPS, JPEG
Print Resolution - 600 x 600dpi (5bit), 1200x1200dpi(2bit) PS3, 3600x1200dpi(BW/with smoothing) PS3.
Printing Paper Sizes Supported - 100 x 148mm TO 320 x 460mm, 305 x 1200 mm Banner, Envelope
Print Paper Weights -- 60 to 256gsm
Processor- Intel Atom 1.33 GHz (Dual Core), Operating System – higher windows versions, Mac, Unix, Linux
<b>Memory 320 GB Hard Disk, 4 GB RAM</b>
Reversing Auto Document Feeder- 100 sheets capacity Automatic Duplex Unit (inbuilt)
<b>Input Paper Trays - 2 x 550 sheets capacity Tray + 100 sheets bypass tray</b>
Multiple copying up to 999 copies, Zoom 25% - 400%
Job memory - up to 12,060 templates
Trolley Stand
Power Source 220/ 240 volts
<b>SCANNING MAIN FUNCTION</b> scan to e-mail ,scan to FTP,scan to box (HDD) scan to PC (smb) net work twain scan to web dav, scan to me, scan to home, scan to USB, scan to server scan to web service

Warranty: 1 year.



## Online Bid Submission Details

### Online Bid Submission:

The Online bids (complete in all respect) must be uploaded online in Two Covers as explained below:-

<b><u>COVER - I</u></b>			
(Following documents to be provided as PDF file)			
S.No.	Documents	Content	File Types
1.	Technical Bid	Make, Model No., Specification, Warranty etc. of the item quoted in the letterhead with its supporting documents.	.PDF
2.		Full Address/contact details, Copy of GST Registration, Income Tax PAN in case of Indian Agents quoting for foreign PEM.	.PDF
3.		Copy of Bid Security by way of DD/BC /BG or its exemption, if claiming	.PDF
4.		Self-declaration in letter head that the bidder is the Prime Equipment Manufacturer (PEM), Authorized Dealership license issued from the Prime Equipment Manufacturer (PEM), in case of dealers, Users list.	.PDF
5.		Details of technical support and servicing facility available locally and nationally	.PDF
<b><u>COVER - II</u></b>			
S.No.	Types	Content	File Types
1.	Financial Bid	Price bid (BOQ) to be filled in Excel format as per instructions given in price bid	.xls

All the documents and BOQ has to be digitally signed by the bidder.

**Asst. Admn. Officer (P)  
For Director**