

CHIEF JUDICIAL MAGISTRATE COURT, THIRUVANANTHAPURAM

No.F.202/18

Dated: 07.03.2018

TENDER NOTICE

Due Date & Time for receipt of Quotation	21.03.2018 3 pm
Date & Time of opening of quotation	22.03.2018 4 pm
Designation & Address of officer to whom the quotations is to be addressed	The Chief Judicial Magistrate Thiruvananthapuram. PIN : 695 035
Superscription on the envelope	TENDER NOTIFICATION No. 03 / 2017 - 18 "SUPPLY & INSTALLATION OF DIGITAL PHOTOCOPIER UNDER BUY BACK SCHEME"
Quantity	4 Nos

Sealed tenders are invited from authorised dealers, **with experience of more than 3 years**, for the supply and installation of new photocopier machines(4Nos) under buy-back scheme, with the following specifications, for the use of Judicial I Class Magistrate Court III, Neyyattinkkara, Judicial I Class Magistrate Court II, Neyyattinkkara, Additional Chief Judicial Magistrate Court, Thiruvananthapuram, Judicial I Class Magistrate Court V, Thiruvananthapuram.

1. Type : Desktop (Printer / Scanner enabled)
2. Technology : Laser
3. Speed : 25 pages per minute or higher
4. Paper Size : A3 - A5
5. Print Resolution : 600 x 600 dpi or higher
6. Scan : Colour - up to A3
7. Scan Resolution : 600 x 600 dpi or higher
8. Zoom : 25 to 400%
9. Inbuilt duplex with DADF/ARDF(both for Tray feed & Bypass feed)
10. Input Paper Capacity : 250 or more Sheets - 1 Tray or more
100 or more Sheets - Bypass
Standard
11. Printer Drivers : Windows & Linux / Ubuntu
12. Memory : 128 MB or higher
13. High Speed USB 2.0 & Network Interface (Ethernet 10/100 Base -T)
14. Multiple Copying : 1 to 999 Copies

15. Other features : Scan to USB, Electronic Sorting, Auto paper Selection, Image Adjustments, Series Copy, Combine Copy, Image Rotation, ID Card Copy, **Print PDF document from USB** etc.
16. Amount : Not Exceeding **Rs.1,00,000/-** (Rupees One Lakh Only)

The each tenders shall contain the rate of the machine (inclusive of all tax), Warranty offered, Toner Yield, Price of toner cartridge, CSMC (per copy rate - specify if tax is extra) for a period of five years from the date of expiry of warranty and maximum period required for the delivery of the article. A copy of the brochure of the machine quoted, a copy of the dealership certificate and a draft copy of the CSMC agreement also shall be incorporated with the tender. While quoting a model and rate for the same, it may also be considered that the average number of photocopies to be taken is nearly 20,000/month.

The supplier / dealer must execute a Comprehensive Maintenance Contract for a period of five years on expiry of guarantee / warranty of the machine and the **agreement shall be entered into between the supplier and the purchaser at the time of purchase itself**. The CSMC is to start after the expiry of the warranty period, during the period which the goods are to maintained free of cost by the supplier (9.63 of Store Purchase Manual 2013).

The acceptance of tender will be subject to the following further conditions :

1. The tender should be addressed to the Chief Judicial Magistrate, Thiruvananthapuram, in a sealed cover with the notification number duly superscribed on the cover.
2. Intending tenderer should send their quotation so as to reach in the address mentioned, on due date and time (noted above). No quotation received after the specified date and time will be accepted on any account.
3. The tender will be opened on the appointed day and time by the Chief Judicial Magistrate, Thiruvananthapuram in the presence of such of those

- tenderer or their nominees who may be present at that time.
4. If any tenderer withdraws from his quotation before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money, if any, deposited by him will be forfeited to Government or such action taken against him as Government think fit.
 5. The Chief Judicial Magistrate, Thiruvananthapuram has the right of accepting or rejecting any or all quotations without specifying any reason(s) thereof. The Chief Judicial Magistrate is under no obligation to accept the lowest quotation.
 6. **There is no obligation on the part of the Chief Judicial Magistrate, Thiruvananthapuram to inform the unsuccessful Tenderer of the outcome of the Tender process and reasons of rejection of tender/quotation.**
 7. The successful tenderer must supply the product immediately after acceptance of the supply order.
 8. Withdrawal from the tender/quotation after its acceptance or failure to supply within a specified time will entail cancellation of the order and appropriate penalty will be recovered from the performance security or the EMD as the case may be.
 9. Rates offered in the quotation shall remain valid for three months.
 10. The prices quoted should be inclusive of all taxes, duties, cesses etc.
 11. The successful firm shall deal with the Chief Judicial Magistrate Court only. No intermediary agency will be allowed. If it is found that the contractor has violated these conditions, the contract will be terminated forthwith without any notice, by the Chief Judicial Magistrate, Thiruvananthapuram and the performance security will be forfeited.
 12. The contract can be terminated by the Chief Judicial Magistrate, Thiruvananthapuram at any time without assigning any reason if the work of the contractor is found unsatisfactory. In this respect, the decision of Chief Judicial Magistrate, Thiruvananthapuram will be final and binding on the contractor. The Chief Judicial Magistrate , Thiruvananthapuram reserves the right to accept or reject any bid in whole or in part without assigning any reasons thereof.
 13. Payments will be made only after the supplies are actually verified and taken into stock and also on allotment of funds.
 14. Bills in triplicate shall be submitted in favour of the Chief Judicial

Magistrate, Thiruvananthapuram for effecting the payment. No advance payment will be made for the services.

15. Special conditions if any printed on the tender/quotation sheets of the tenderer or attached with the tender/ quotation will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.

16. The tenderer shall quote the period of warranty/guarantee offered by them.

The sealed tenders, along with EMD for an amount of 3000/- (Rupees three thousand only) in the form of a Demand Draft drawn in favour of the Chief Judicial Magistrate, Thiruvananthapuram, payable at Thiruvananthapuram, shall be submitted on or before 21/03/18 (3pm) and the tenders will be opened on 22/03/2018 at 4 pm.

The successful tenderer shall before signing the agreement (as per R 8.17 of Store Purchase Manual) and within the period specified in the letter of acceptance of his tender, furnish security for a sum equivalent to **5 percent** of the value of the contract (**for a period of 60 days beyond the date of expiry of warranty**) for the satisfactory fulfillment of the contract.

(Approved for publication)

Sd/-
Chief Judicial Magistrate,
Thiruvananthapuram.