

Telangana State Technology Services Ltd.,

1st Floor, BRKR Bhavan, C-Block, Tankbund Road,
Hyderabad – 500063, Telangana State, India.

Phone: (40)23224935, 23226970; **Fax:** 23227458

Email: md-tsts@telangana.gov.in

Website: <http://www.tsts.telangana.gov.in>

CIN no. : U74900TG2015SGC101517

Ref. No. TSTS/OAP/4608/Copier/2017

Date: 11-09-2017

SHORT TENDER NOTICE

Document Fee: Rs.3,000/- (DD shall be drawn in favour of Managing Director, TSTS for Tender document)

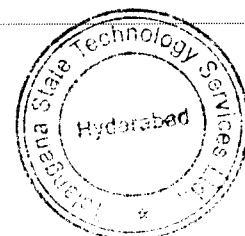
Sub: TSTS –OAP invites Bids for Supply, Commissioning and installation of Digital Copiers for various offices of of Telangana state and Government Degree Colleges, Government of Telangana

Last date and time for receipt of quotations : 18/09/2017 03:00 PM

Date and Time for opening of quotations : 18/09/2017 03:30 PM

Contact person : Manager(OAP), TSTS, Mob:9963029401

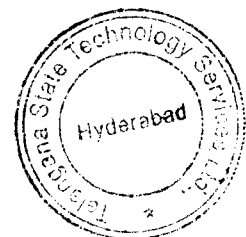
1. Bids should be submitted online on e-procurement portal.
2. The Bidder should submit their technical and financial bids on e-procurement website and upload all the required formats, brochures and documents as mentioned in the tender document
3. The Bidder must be a company/firm registered under Companies Act, 1956/Sales/Service Tax Act and in the business of Digital Copiers for the last 3years.(documentary proof shall be submitted)
4. The Bidder shall submit valid Sales/Service Tax Registration, PAN/TIN. Submit the copies of IT returns filed for the years 2014-15 to 2016-17
5. The Bidder shall have at least 3 Technically competent Engineers / Technicians on rolls, to undertake the Digital Copier installations.(documentary proof shall be enclosed to the Technical Bid)
6. The Bidder should have delivered and installed/commissioned minimum 50 nos. of Digital Copiers during last **Three financial years**(documentary proof such as PO, invoices and Satisfactory Performance Reports shall be enclosed to the Technical Bid)
7. Any deviations in format may make the quotation liable for rejection.
8. Bid shall be valid at least for a period of 180 days from the date of opening.
9. The unit price and total price shall be mentioned separately exclusive of taxes and inclusive of taxes but in both cases inclusive of installation and outstation charges if any.
10. **The Bidder should submit EMD for Rs.25,000/- along with Technical Bid in the form of D.D. in favor of the Managing Director, TSTSL, payable at Hyderabad. Bids without adequate EMD shall be summarily rejected.**
11. If optional bids are to be submitted, then separate EMD, Authorization, Technical literature etc., should be submitted with every optional bid and it is treated as separate bid for evaluation as per terms of Tender.
12. The EMD should be valid at least for a period of 90 days from the date of submission of bids.
13. i) Bidders must submit details of EMD value and date of validity along with their technical bid failing which the bid will be treated as non-responsive and is liable for rejection.
ii) EMD will be returned to the Bidders after finalization of the tender.
14. The Brand/s quoted for the present tender should be internationally acclaimed manufacturer/s.
15. The Manufacturer/OEM should have full-fledged offices/service centers across India and at least one service center in Hyderabad. (Documentary proof shall be enclosed to the Technical Bid)
16. The OEM/Distributor shall have ISO 9001:2008, and the Digital Copiers being offered by the bidder shall have UL/CE/FCC certifications and the copies of same shall be submitted along with Technical Bid.
17. If the Bidder is not the Original Equipment Manufacturer, then the Bidder should submit Manufacturer Authorization Form from the Original Equipment Manufacturer / Sole Distributor specific to the present tender.
18. Managing Director, TSTS reserves the right to accept or reject any or all the bids without assigning any reasons thereof and to add, modify or delete any of the terms & conditions without any notice.
19. Managing Director , TSTS reserves the right to modify the technical specifications including Quantity at any time during the process of finalization of tender



20	Variation in quantities: +/-25% of indicative quantity. Individual Orders will be placed on actual requirements received during the bid validity period
21	Conditional bids are not acceptable and such bids are liable for rejection.
22	The Service center of Original Equipment Manufacturer or Bidder shall maintain minimum stock/sparer's availability as on bid calling date. Details of the service centers and service personal shall be enclosed.
23	The Bidder should submit an undertaking letter on their company letter head stating that they have Technical knowledge in Supply, Installation, Operation and Maintenance of Digital Copiers and accessories being proposed in the present tender.
24	It is the primary responsibility of Successful bidder for delivery, successful installation and also for imparting training to the end user on usage of the Digital Copiers supplied.
25	The Successful Bidder/s should submit Service Level Agreement (SLA) on the Non judicial stamped paper along with Performance Bank Guarantee stating that the reported problems relating to Digital Copiers will be attended in 24 hours and the same will be rectified within 48 hours.
26	Penalty for failure to maintain during warranty or AMC: For every 1% reduction in up time from 97%, penalty will be 0.3% of equipment cost. which is down or deemed down as the case may be and will be recovered from the Performance Bank Guarantee.
27	Delivery and installation schedule : 1 Week for Hyderabad, Rangareddy, Medchal districts and 2 Weeks for other districts
28	Comprehensive onsite warranty : 1 Year.
29	Payment terms: i) 90 % payment on delivery, successful installation/commissioning and configuration of Digital Copiers, certified by concerned department official at each location. ii) Balance 10% payment on submission of Satisfactory Performance for a period of 60 days from the date of successful installation certified by concerned department official for the particular site. iii) Incase site not ready : 75% of the contract value for that site/location.
30	Penalty for late Delivery/ Installation: For any delays in delivery beyond delivery period mentioned in the purchase order, the vendor will be liable for penalties as follows: i) 1% of the late delivered goods for One week or part thereof; 1.5%, for Two weeks or part thereof; 2% for Three weeks or part thereof and so on if it is less than Eight weeks, if it is more than Eight weeks the penalty will be compounded. ii) If any delay is for more than 30 days, TSTS will reserve the right to cancel the order without giving any notice and EMD will be liable for forfeiture.
31	i) Bidders must submit details of EMD value and date of validity along with their technical bid failing which the bid will be treated as non responsive and is liable for rejection. ii) EMD will be returned to the Bidders after finalization of the tender.
32	The successful bidder/s will be arrived based on the Item wise Lowest Quoted (L-1) price.
33	The successful Bidder shall submit the Performance Bank Guarantee within a week in the form of DD/Bank Guarantee in favor of the Managing Director, TSTS for a value of Rs.25,000/-.
34	NOTE:-A signed undertaking from the Bidder certifying that <i>"all the Items / Components / Parts / assembly used in the Digital Copier should be original new components / parts / assembly and that no refurbished / duplicate / second hand items / components / parts / assembly/Software's are used are or shall be used,"</i> has to be enclosed to the bid. Sample format is enclosed.
35	Transaction Fee Transaction fee: All the participating Bidders who submit the bids have to pay an amount @ 0.03% of their final bid value online with a cap of Rs. 10,000/- for quoted value of purchase up to Rs.50 Crores and Rs.25000/- if the purchase value is above Rs.50 Crores & service tax applicable @ 10.30% as levied by Govt. of India on transaction fee through online in favour of MD, TSTS. The amount payable to APTS is non refundable. Corpus Fund: Successful Bidder has to pay an amount of 0.04% on quoted value through demand draft in favour of Managing Director, TSTS, Hyderabad towards corpus fund at the time of concluding agreement.
36	Transaction Fee Payable to The Managing Director, Telangana State Technology Services Ltd., Hyderabad

37	Bid submission	On Line. Bidders are requested to submit the bids after issue of amendments/clarifications duly considering the changes made if any. Bidders are totally responsible for incorporating/complying the changes/amendments issued if any, before bid submission time & date.
38	Procedure for Bid Submission	Bids shall be submitted online on www.eprocurement.gov.in platform 1. The participating Bidders in the tender should register themselves free of cost on e-procurement platform in the website www.eprocurement.gov.in . 2. Bidders can log-in to e-procurement platform in Secure mode only by signing with the Digital certificates. 3. The Bidders who are desirous of participating in e-procurement shall submit their technical bids, price bids as per the standard formats available at the e-market place. 4. The Bidders should scan and upload the respective documents in Technical bid documentation as detailed mentioned in bid document including EMD. The Bidders shall sign on all the statements, documents certificates uploaded by them, owning responsibility for their correctness/authenticity. 5. The rates should be quoted in online only
39	Other conditions	1. After uploading the documents, the copies of the uploaded statements, certificates, documents, original EMD in respect of Bid Security (except the Price bid/offer/break-up of taxes) are to be submitted by the Bidder within 24 hours from the due date and time of Bid submission at the O/o The Managing Director, TSTS , BRKR Bhavan, Hyderabad. Failure to furnish any of the uploaded documents, certificates, will entitled in rejection of the bid. The TSTS shall not hold any risk on account of postal delay . Similarly, if any of the certificates, documents, etc., furnished by the Bidder are found to be false / fabricated / bogus, the Bidder will be disqualified, blacklisted, action will be initiated as deemed fit and the Bid Security will be forfeited. 2. TSTS will not hold any risk and responsibility regulating non-visibility of the scanned and uploaded documents. 3. Documents that are uploaded online e-market place will only be considered for Bid Evaluation. 4. Important Notice to Contractors, Suppliers and Department users In the endeavor to bring total automation of processes in e-Procurement, the Govt. has issued orders vide G.O.Ms.No.13 dated. 5.7.2006 permitting integration of electronic Payment Gateway of ICICI/HDFC/Axis Banks with e-Procurement platform, which provides a facility to participating suppliers / contractors to electronically pay the transaction fee online using their credit cards.
40	Note	This tender call is issued on e-procurement market place at www.eprocurement.gov.in . All the terms and conditions are to be read jointly as mentioned in the e-procurement market website and in this document.
41	Amendments for the Tender document if any	Any amendments to this tender document shall be hosted at TSTS web site and e-procurement portal. The prospective bidders shall consider this tender document and amendments issued if any, before submission of their bids.

Yours Sincerely,
S/d-
General Manager



Sub: Undertaking of authenticity for Supply of Digital Copiers

This has reference to Digital Copier being supplied/quoted vide our bid no. _____ dated _____

We hereby undertake that all the Items/components/parts/assembly/Software used in the Digital Copier shall be original new items / components / parts / assembly/software from respective OEMs of the products and that no refurbished/duplicate/second hand components/parts assembly/software are being used or shall be used.

We shall produce certificate from our OEM in support of above undertaking at the time of delivery of the items.

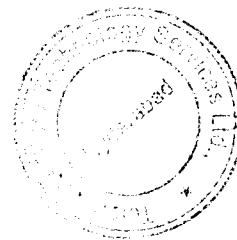
In case we are found not complying with above at the time of delivery or during installation, we agree to take back the items supplied, if already supplied and return the money if any paid to us by you in this regard.

Authorized Signatory

Name

Designation.

Signature of Bidder and Seal



Manufacturer Authorization Form

The authorization should be in the form of letter, memorandum or certificate regularly granted by the manufacturer to its channel partners, authorized solution providers, system integrators, distributors, etc. or a specific letter on the letter head issued for the purposes of this bid. Such communication should include statements / undertakings from the said manufacturer to the following effect:

1. The said Bidder is authorized to provide service and solutions using hardware, firmware and / or software as the case may be.
2. Guarantee and warranty coverage in respect of the goods and services manufactured by the said manufacturer shall be honored by that manufacturer, their channel partners, distributors, authorized service centers as the case may be.
3. The manufacturer updates the Bidder and their technical personnel with relevant technical literature, training and skill transfer workshops etc. on a regular basis.
4. The manufacturer provides back to back technical support to the said Bidder on a continuing basis.

Note: The letter of authority should be signed by a person competent and having the power of attorney to bind the manufacturer.

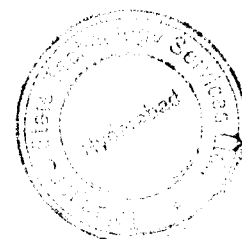


Form -T1**Technical Specifications**

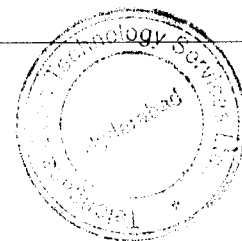
Sl. No.	Item	Technical Specifications
1.	Digital Copier-I	<p>Make/Model : Digital Copier with Copy Speed: 20 CPM/PPM or higher Features: Copy/Scan/Printing Memory - 64 MB Network Printing Paper Size-A3, A4,A5,A6, Legal etc., Input Tray:1 x 250 Sheets + Bypass Tray or higher</p>
2.	Digital Copier-II	<p>Make/Model : Digital Copier with Copy Speed: 20 CPM/PPM or higher Features: Copy/Scan/Printing Memory - 128 MB Zoom range- 25 - 400% Duplex, RADF, Network Printing Paper Size-A3, A4,A5,A6, Legal etc., Input Tray:1 x 250 Sheets + Bypass Tray or higher</p>
3.	Digital Copier-III	<p>Make/Model : Digital Copier with Speed: 25 CPM/PPM or higher Features: Copy/Scan/Printing Momory-512MB RAM or higher, Zoom range- 25 - 400% Duplex, RADF, Networking, OS Supported: Win, Linux Paper Size-A3, A4,A5,A6, Legal etc., Input Trays: 2 x 250 Sheets + Bypass Tray or higher Trolley stand for Digital Copier</p>



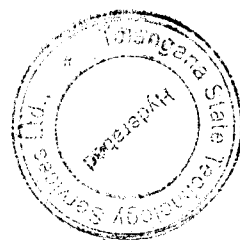
4.	Digital Copier - IV	<p>Make/Model : Digital Copier with Speed 25 CPM/PPM or higher Features: Copy/Scan/Printing Memory: 512MB RAM, HDD - 80GB or higher, Zoom range- 25 - 400% Duplex, RADF, Networking, OS Supported: Win, Linux Paper Size - A3, A4, A5, A6, Legal etc., Input Trays: 2 x 250 Sheets + Bypass Tray or higher Trolley stand for Digital Copier</p>
5.	Digital Copier -V	<p>Make/Model Digital Copier with Copy Speed - 30 PPM or higher Features: Copy, Scan and Printing Memory - 1 GB, HDD- 80 GB or higher Zoom range- 25 -- 400% Duplex, RADF, ADF, Network printing OS Supported: Win, Linux Paper Size - A3, A4,A5, A6, Legal etc., Paper Trays : 2 x 500 sheets + Bypass Tray or higher Trolley stand for Digital Copier</p>
6.	Digital Copier - VI	<p>Make/Model Digital Copier with Copy Speed - 40 CPM / PPM or higher Features: Copy, Scan, Printing Memory - 1 GB, HDD- 80 GB or higher Zoom range- 25 -- 400% Duplex, RADF, ADF, Network printing OS Supported: Win, Linux Paper Size - A3, A4,A5, A6, Legal etc., Paper Trays : 2 x 500 sheets + Bypass Tray or higher Trolley stand for Digital Copier</p>



7.	Digital Copier	<p>Make/Model</p> <p>Digital Copier with</p> <p>Copy Speed - 50 CPM / PPM or higher</p> <p>Features: Copy, Scan, Printing</p> <p>Memory: 1 GB, HDD: 160 GB or higher</p> <p>Zoom range- 25 -- 400%</p> <p>Duplex, RADF, ADF,</p> <p>Network printing: 10/100/1000 Base Ethernet, USB 2.0</p> <p>Scanning while Printing/Copying</p> <p>OS Supported: Win, Linux</p> <p>Paper Size - A3, A4,A5, A6, Legal etc.,</p> <p>Paper Trays : 2 x 500 sheets + Bypass Tray or higher</p> <p>Trolley stand for Digital Copier</p>
8.	Digital Colour Copier	<p>Make/Model :</p> <p>Digital Colour Copier with</p> <p>Copy Speed: Mono/Color – 20 CPM / PPM or higher</p> <p>Features: Copy, Scan, Printing</p> <p>Memory - 1 GB</p> <p>Zoom range- 25 -- 400%</p> <p>Duplex, RADF, Network printing</p> <p>OS Supported: Win, Linux</p> <p>Paper Size - A3, A4,A5, A6, Legal etc.,</p> <p>Paper Trays : 1 x 250 sheets + Bypass Tray or higher</p> <p>Trolley stand for Digital Copier</p>
9.	Digital Colour Copier	<p>Make/Model :</p> <p>Digital Colour Copier with</p> <p>Copy Speed: Mono/Color – 25 CPM / PPM or higher</p> <p>Features: Copy/Scan/Printing</p> <p>Memory: 1 GB, HDD: 80 GB</p> <p>Zoom range- 25 -- 400%</p> <p>Duplex, RADF, Network printing</p> <p>OS Supported: Win, Linux</p> <p>Paper Size - A3, A4,A5, A6, Legal etc.,</p> <p>Paper Trays : 2 x 250 sheets + Bypass Tray or higher</p> <p>Trolley stand for Digital Copier</p>



10.	Digital Colour Copier	<p>Make/Model : Digital Colour Copier with Copy Speed : Mono/Color – 30 CPM / PPM or higher Features: Copy, Scan, Printing Memory - 1 GB, HDD 80 GB or higher Zoom range- 25 -- 400% Duplex, RADF, Network printing OS Supported: Win, Linux Paper Size - A3, A4,A5, A6, Legal etc., Paper Trays : 2 x 500 sheets + Bypass Tray or higher Trolley stand for Digital Copier</p>
11.	CVT for the Digital Copier	<p>Make/Model: 2KVA CVT for the Digital Copier.</p>



Bill of Material

Ref. No. TSTS/OAP/4608/Copier/2017

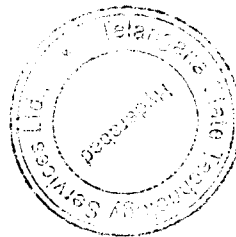
Date: 11-09-2017

Sl. No.	Item Description	Quantity
1.	20 PPM speed Digital Copier -I	5 Nos.
2.	20 PPM speed Digital Copier -II	20 Nos.
3.	25 PPM speed Digital Copier -III	10 Nos.
4.	25 PPM speed Digital Copier -IV	10 Nos.
5.	30 PPM speed Digital Copier -V	5 Nos.
6.	40 PPM speed Digital Copier -VI	5 Nos.
7.	50 PPM speed Digital Copier. - VII	5 Nos.
8.	20 PPM speed Digital Colour Copier - VIII	2 Nos.
9.	25 PPM speed Digital Colour Copier – IX	2 Nos.
10.	30 PPM speed Digital Colour Copier - X	2 Nos.
11.	2KVA CVT for the Digital Copier:	10 Nos.
Delivery and installation period in weeks : 1 Week for Hyderabad, Rangareddy, Medchal districts and 2 Weeks for other districts of the State		
Comprehensive on-site warranty period for all the items supplied (1 year)		

- Checklist to Bidders :**
- i) EMD in the form of Demand Draft.
 - ii) Manufacturer Authorization Form.
 - iii) Undertaking of Authenticity.
 - iv) Other documents & Certifications as requested in the tender document;
 - v) Form T-1 as per tender document;
 - vi) Technical Brochures / leaflets / documentation of the items proposed.
 - vii) Un-priced Form F-1
 - vii) Any other documents as per the tender document.

Date : _____

Signature of Bidder and Seal



Form T -1

Ref. No. TSTS/OAP/4608/Copier/2017

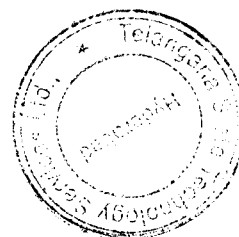
Date: 11-09-2017

Item wise Technical Compliance Statement as per Technical Specifications mentioned in this document (taking in to consideration all the amendments issued to this document, if any) are to be submitted in the following format:

Sl. No.	Parameter/ Feature	Specification Required	Specification of proposed item along with Part Code, Qty. & Description if any (Part code details must be provided if available)	Compliance (Complied/ Higher/Lower)	Reference for proof of compliance (Required docs to be uploaded along with technical bid)
A	B	C	D	E	F
					(Detailed reference such as doc name, para no. page no. etc. should be provided)

Date : _____

Signature of Bidder and Seal



Form F -1

Ref. No. TSTS/OAP/4608/Copier/2017

Date: 11-09-2017

Sl. No.	Item Description	Unit price without Taxes (Rs.)	Unit Price including all Taxes. (Rs.)	Quantity	Total Amount with all taxes and duties (Rs.)
1	20 PPM speed Digital Copier -I			5 Nos.	
2	20 PPM speed Digital Copier -II			20 Nos.	
3	25 PPM speed Digital Copier -III			10 Nos.	
4	25 PPM speed Digital Copier -IV			10 Nos.	
5	30 PPM speed Digital Copier -V			5 Nos.	
6	40 PPM speed Digital Copier -VI			5 Nos.	
7	50 PPM speed Digital Copier. - VII			5 Nos.	
8	20 PPM speed Digital Colour Copier - VIII			2 Nos.	
9	25 PPM speed Digital Colour Copier – IX			2 Nos.	
10	30 PPM speed Digital Colour Copier - X			2 Nos.	
11	2KVA CVT for the Digital Copier:			10 Nos.	

Date : _____

Signature of Bidder and Seal

