



SHRI SAIBABA SANSTHAN TRUST SHIRDI
Information Technology Department

Tender document for
Purchase of Line Printers

INFORMATION TECHNOLOGY DEPARTMENT
Shirdi Tal Rahata Dist. Ahmednagar.
Phone No. (02423)-258953
Website: - www.sai.org.in email- it@sai.org.in



Detailed Tender Notice

Tender for Purchase of Printers

Shri Saibaba Sansthan Trust invites online tender for the purchase of line printers from OEM / Authorized dealers/any registered firm / Company / Shop. The tender details will be available on <https://mahatenders.gov.in> for downloading & the tender has view only access on the website of trust www.sai.org.in under tender menu.

Technical Specifications are given in Annexure B.

1.0 Time Table for online tender submission

Online Tender Publish Date	Dt. 27/01/2020	Time - 11.00 am
Online Documents Download / Sales Start Date	Dt. 27/01/2020	Time - 11.00 am
Online Documents Download / Sales End Date	Dt. 08/02/2020	Time - 17.00 pm
Online Bid Submission Start Date	Dt. 27/01/2020	Time - 11.00 am
Online Bid Submission End Date	Dt. 08/02/2020	Time - 17.00 pm
Online Technical Bid Opening Date	Dt. 12/02/2020	Time - 11.00 am

Validity Period:

The offer of the bidder shall remain valid for acceptance for a minimum period of **90 days** from the date of opening of commercial Bid.

2.0 Earnest Money Deposit and Tender Cost:

- Earnest Money Deposit (EMD) of Rs:65,000 (Sixty Five Thousand only)
- Tender Fees Rs:3,900 (Three Thousand Nine Hundred only)

Amount of EMD & Tender Fees must transfer online to Sansthan Account while uploading the e-tender from www.mahatenders.gov.in

Note:

- The amount of EMD to all bidders will refund back after issuing order.
- Even though the tenderers meet the requirements, they are subject to be disqualified if they have made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements.

2.1 Scope of Work:

Along with procurement following work will be included as scope of work

- Supply and installation of Printers.
- Training the SSST user for installation and Setting of Printers.
- 24 X 7 support with onsite comprehensive warranty for 2 years.
- Within warranty period for any problem to printer, bidder should log the call with Printer manufacturer/OEM.
- One Line Printer will be installed at Mumbai Office and remaining two at Shirdi Office, bidder needs to provide onsite service for both the location.

3.0 TENDERING PROCEDURE.

Qualification Criteria.

- 1) Bidder should be the OEM / Authorized dealers/any registered firm /Company/ Shop of the Printers.
- 2) Bidder should not be blacklisted by Any Central / State Government or Government Corporation, Statutory Institute.
- 3) Minimum average turnover for last three financial years (16-17, 17-18, 18-19) must be 10 lakhs or more. (CA certificate is must)

3.1 Technical Bid

Technical BID must be submitted online only.

Scanned copy of following documents must be uploaded as Technical-bid.

(Note: Only Six documents are allowed to upload, so scan the documents as given in list, scan documents in minimum DPI, file size must be in KB)

1. Certificate of firm registration, PAN, GST Registration.
2. Bidder Authorization certificate from authorized agency.
3. Bidder's self-declaration on letter head stating that "His Firm/Company is not blacklisted by Central / State Government or government corporation, statutory Institute" format is attached in Annexure E
4. Printer white papers/Pamphlets/Brochure for which rates are quoted (Model number and specification).
5. Undertaking on letter head of Firm/Company Stating that "Company/Firm have read all terms and conditions and agree with them"
6. CA certificate mentioning minimum average turnover for last three financial year (16-17, 17-18, 18-19).

3.2 Commercial Bid

Price should be Inclusive of all taxes.

The tenderer should quote online in BOQ provided.

3.3 Acceptance of Tender:

1. The commercial bid of technically qualified bidders, shall only opened online and lowest offer of the technically qualified bidder shall be accepted. The acceptance of tender will be communicated to the contractor by email or otherwise.
2. The quoted amount in online tender shall be valid for 90 days (Three Months) from the date of opening of the tenders.

3.4 Warranty Period.

1. Warranty Period: Onsite comprehensive warranty for 2 years.
2. The successful bidder should provide 24X7 supports within warranty period.
3. Successful bidder should help our representative to log the call with respective company.
4. Warranty period for each item is mention in annexure bidder/tenderer must give onsite Comprehensive maintenance warranty.
5. Within warranty period if any printer goes down it should made operational within 48 hours. Failing to such case, replacement should provide until it will be repaired.

4. Payments, Security Deposit and Penalty:

- 1) **Payment:**
 - a) 80% of payment after supply of material.
 - b) 20% of payment after successful installation of all printers and training to Sansthan employee.
- 2) **Security Deposit:** 5% of basic amount will be kept as Security Deposit with Sansthan for 2 years.
- 3) **Penalty:** If Supplier fails to repair the printer within stipulated period (Refer 3.4. (5)), Rs.500/day/printer will deducted from Security Deposit/Current Payment.

5. Terms and Conditions.

1. The decision of Chief Executive Officer, Shri Saibaba Sansthan Trust, Shirdi will be final and binding incase of any dispute between Trust and the bidder.
2. The bidder should study all the tender documents carefully and understand the tender contract conditions, specifications etc. before quoting online. If there are any doubts, they should get clarifications in writing but this shall not be a justification for submission of late tender or extension of submission date.
3. Chief Executive Officer, Shri Saibaba Sansthan Trust reserves the rights to Accept / Reject Partial / Full Tender.

6.Delivery Schedule

1. Successful bidder should supply the material within Four weeks after receiving the Purchase order and install the printer within one week from delivery.
2. Successful bidder should install the printer within one week from delivery of printer, Failing to install the printers will cause to deduct Rs.500/- per day from EMD/Security deposit.
3. If material not supplied in time 0.5% amount of undelivered material will deducted per week from Security Deposit maximum 5% of total amount of undelivered material.
4. Delivery of material to be done at IT Department, Shri Saibaba Sansthan Trust, Shirdi on working day between 10 am to 6 pm. Delivery, Installation and Training of one line-printer should be done at Dadar, Mumbai office.
5. Transport, freight and other charges will be responsibility of supplier.
6. If successful bidder refuses to deliver the allotted items or fails to deliver, the material his EMD will forfeited.
7. No interest will be paid on EMD, Security deposit.

D.M.Muglikar (IAS)
Chief Executive Officer
Shri Saibaba Sansthan Trust Shirdi

ANNEXURE- A

Personal & Bank Details for RTGS
All columns are mandatory
(Submit on Company Letter Head)

Sr No	Personal Detail	
1	Name of the Firm	
2	Address	
4	Contact Person and Cell No	
5	GST umber	
6	Bank Details – Name of the Bank	
	Bank City	
	Branch Name and Code	
	Account Type	
	Account Number	
	IFSC CODE	
	MICR NO.	
7	Stamp and Signature of the agency	

Technical specification of Printers

S. N.	Printer specification	Qty
1	Line printer LIPI 6815 Print Speed LPM 1500 Uppercase, 1289 Lowercase Graphics resolution 240 dpi Horizontal, 288 Dpi Vertical. Barcode enable, Multilingual Fonts enable Paper width up to 17 inches, Print width at least 13.6 inches. Connectivity- USB, Serial, Ethernet and Parallel IEEE. Printer Should be closed with Cabinet. With 2 years comprehensive onsite warranty	3
2	Original Lipi ribbon Cartridges for Printer above	100

Compliance Sheet for technical Document

Sr No.	Tender Requirement.	Document uploaded in Online Bid.
1	Certificate of firm registration, PAN, GST Registration	
2	Bidder Authorization certificate from authorized agency.	
3	Bidder's self-declaration on letter head stating that "His Firm/Company is not blacklisted by Central / State Government or government corporation, statutory Institute" format is attached in Annexure E	
4	Printer white papers /Pamphlets /Brochure for which rates are quoted(Model number and specification).	
5	Undertaking on letter head of Firm/Company Stating that "Company/Firm have read all terms and conditions and agree with them"	
6	CA certificate mentioning minimum average turnover for last three financial year (16-17, 17-18, 18-19).	

Note:-

Fill-up the Printer rates in BOQ provided online of Website www.mahatenders.gov.in

Note: - Technical and Commercial Bid to submitted online only. No physical Bid will be accepted.

BOQ format

This format is just for information, bidder have download the BOQ from www.mahatenders.gov.in, fill it and upload on same website

S.N	Printer specification	Qty.	Rate Inclusive of all Taxes	Amount
1	Line printer LIPI 6815 Print Speed LPM 1500 Uppercase, 1289 Lowercase Graphics resolution 240 dpi Horizontal, 288 Dpi Vertical. Barcode enable, Multilingual Fonts enable Paper width up to 17 inches, Print width at least 13.6 inches. Connectivity- USB, Serial, Ethernet and Parallel IEEE. Printer Should be closed with Cabinet. With 2 years comprehensive onsite warranty	3		
2	Original Lipi ribbon Cartridges for Printer above	100		

Non-Blacklisting declaration

To:
Chief Executive Officer
Shri Saibaba Sansthan Trust
Shirdi

Subject: Non-Blacklisting declaration in connection with your tender for Supply of Printers dated <<Date >>,

This is to notify you that our Firm/Company/Organization intends to submit a proposal in response to tender for providing Printers. In accordance with the above, we declare that:

a. We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of printers as required under this assignment.

b. We are not blacklisted by any Central/ State Government/ Agency of Central/ State Government of India or any other / Public Sector Undertaking/ any Regulatory Authorities in India.

Sincerely,
[Bidder Name]
Name Title Signature

Approved

D.M.Muglikar (IAS)
Chief Executive Officer
Shri Saibaba Sansthan Trust, Shirdi



SHRI SAIBABA SANSTHAN TRUST, SHIRDI.
At.post- Shirdi, Tal- Rahata, Dist.- Ahmednager – 423109.
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- Cost of Each Tender- Rs. 3,900/- (Rs. Three Thousand Nine Hundred Only)
- Earnest Money Deposit – 65,000/- (Rs. Sixty Five Thousands Only)

1. Tender documents will be available on www.mahatenders.gov.in and www.sai.org.in (Readonly)

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2. The details of technical documents to be submitted online mentioned in the tender documents. All such documents should be scanned and uploaded along with the e-tender.
3. Shri Saibaba Sansthan Trust, Shirdi reserves the right to reject any or all tenders without assigning any reason thereof.

Chief Executive Officer,
Shri Saibaba Sansthan Trust, Shirdi.

Approved

D.M. Muglikar (I.A.S.)
Chief Executive Officer,
Shri SaibabaSansthan Trust, Shirdi