

WORLD BANK SUPPORTED
ASSM STATE PUBLIC FINANCE INSTITUTIONAL REFORMS PROJECT (ASPIRe)

INVITATION FOR QUOTATIONS UNDER WORLD BANK SHOPPING PROCEDURES

ASPIRe. 58/2019/137

Dated Dispur, the 12th August, 2021

To whom it may concerned

Sub: Invitation of quotations for supply of Miscellaneous Goods

Dear Sir,

1. You are invited to submit your most competitive quotation for the following goods:-

Brief Description of goods	Quantity	Specifications	Delivery period
Photocopier Machine Colour Printer Multi Function Printer Desktop	2(Two) 1(one) 1(one) 1(one)	Detail specifications are attached at ANNEXURE-I	7days

2. The Finance Department, Government of Assam has applied for financing from the International Bank for Reconstruction and Development (IBRD) in the form of a loan toward the cost of ASPIRe Project and intends to apply part of the proceeds of this loan to eligible payments under the contract for which this invitation for quotations is issued.

3. Important Dates:

Issuance of Request for Quotation	13 th August, 2021
Submission of Quotation	2:00 PM , 20 th August, 2021
Opening of Quotations	2:30 PM, 20 th August, 2021

4. Qualification criteria:

- a) The bidder should have been registered with state Goods and Services Tax (GST). Copy of such certificate shall be enclosed as a proof.
- b) Registration certificate of bidder under any suitable act e.g. shop and Establish Act, Company Act, Partnership Act etc. Copy of such certificate shall be enclosed as a proof.
- c) Self-attested copy of PAN card.
- d) The bidder has to quote price of all the items. The bid of the bidder who fails to quote price of all the items will be disqualified.

5. Bid Price

- a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing
- b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices should be quoted in Indian Rupees only.
- e) Warranty of the said product shall be of 1 year.

6. Submission of Bids:

- a) A bidder shall submit the quotation in one sealed envelope only as per format. A bidder shall not submit more than one quotation for the same item.
- b) The quotation must be in one envelope. The bidder must mention full detail specification of the items quoted. Mere mentioning words like "complying"/"compliant" is not sufficient.
- c) Envelope containing quotation must bear on the cover itself, name of item bidding for, name and full address with phone numbers of the bidder.

7. Delivery Terms and Liquidated Damages / Punitive deduction:

The selected supplier shall deliver all the specified items at the delivery locations as per table above **within 7 days** after award of contract. For delays, the applicable rate is 0.5% per week and the maximum deduction is 5% of the contract price. On further delays, purchase order may be cancelled.

8. Validity of Quotation

Quotation shall remain valid for a period not less than 30 day after the deadline date specified for submission.

9. Evaluation of Quotations

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- a) are properly signed; and
- b) conform to terms and conditions, and specifications.

10. Award of contract

- 10.1 The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- 10.2 Notwithstanding the above, AS-CFMS reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- 10.3 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

11. **Quality Verification:** Quality of the equipment provided may be verified by a team of officials as decided and constituted by APD, AS-CFMS. The equipment may be returned by ASPIRe, if detected any discrepancy within Two weeks of receipt of the item
12. **Payment Terms:** Payment shall be made within 30 working days after satisfactory delivery, quality and quantity verification of material/item. The supplier has to provide the delivery challan which should be duly signed & stamped by the competent authority
13. Normal commercial warranty shall be applicable to the supplied goods.
14. **Dispute Resolution:** The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
You are requested to provide your offer latest by **18.08.2021**.

We look forward to receiving your quotations and thank you for your interest in this project.

Sd/-
Additional Project Director,
ASPIRe Project
F Block, Assam Secretariat, Dispur
Email Id : aspirepmu@gmail.com

SPECIFICATIONS OF THE REQUIRED ITEM

Name of Product	Required Specification																										
Photocopier Machine	Type of Machine-----Multifunction Machine Print Technology-----Laser Type of Printing-----Mono Scanning Feature Availability-----Yes Duplexing Feature Availability-----Yes Faxing Feature Availability-----Yes Networking Feature Availability-----Yes Wi-Fi Availability----- Yes Original Document Feeder Type-----DADF/RADF On Site OEM Warranty (Year)-----5 Years																										
Colour Printer	<table border="0"> <tr> <td>Function</td> <td>Print, Scan, Copy, Fax</td> </tr> <tr> <td>Cartridge type</td> <td>composite</td> </tr> <tr> <td>Print speed simplex</td> <td>27 ppm mono/ 27 ppm color</td> </tr> <tr> <td>Print speed duplex</td> <td>Up to 24 ipm mono/color</td> </tr> <tr> <td>Duplex print</td> <td>Automatic</td> </tr> <tr> <td>Duplex scan</td> <td>Automatic with single pass document feeder</td> </tr> <tr> <td>Connectivity standard</td> <td>1 Hi-Speed USB 2.0 port; 1 host USB at rear side; built-in Gigabit Ethernet 10/100/1000 Base-TX network; 1 Wireless 802.11b/g/n/2.4/5 Ghz Wi-Fi</td> </tr> <tr> <td>Memory</td> <td>2 GB</td> </tr> <tr> <td>Processor</td> <td>800 Mhz</td> </tr> <tr> <td>San speed</td> <td>Normal (A4): Up to 29 ppm/46 ipm (b&w), up to 20 ppm/35 ipm (color); Duplex (A4): Up to 46 ipm (b&w), up to 35 ipm (color)</td> </tr> <tr> <td>Duty cycle</td> <td>50,000 pages</td> </tr> <tr> <td>Touch panel</td> <td>4.3" touchscreen</td> </tr> <tr> <td>Warranty</td> <td>3 years onsite</td> </tr> </table>	Function	Print, Scan, Copy, Fax	Cartridge type	composite	Print speed simplex	27 ppm mono/ 27 ppm color	Print speed duplex	Up to 24 ipm mono/color	Duplex print	Automatic	Duplex scan	Automatic with single pass document feeder	Connectivity standard	1 Hi-Speed USB 2.0 port; 1 host USB at rear side; built-in Gigabit Ethernet 10/100/1000 Base-TX network; 1 Wireless 802.11b/g/n/2.4/5 Ghz Wi-Fi	Memory	2 GB	Processor	800 Mhz	San speed	Normal (A4): Up to 29 ppm/46 ipm (b&w), up to 20 ppm/35 ipm (color); Duplex (A4): Up to 46 ipm (b&w), up to 35 ipm (color)	Duty cycle	50,000 pages	Touch panel	4.3" touchscreen	Warranty	3 years onsite
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All-in –One Desktop	Processor i7 Secondary Storage 1TB Operating System-----Windows 10 Professional RAM Size (GB)-----32 RAM Expandability up to(using spare DIMM Slots in GB)-----128 Monitor Resolution (PIXELS)-----1600 x 900 On Site OEM Warranty (Year)-----3 Monitor 24’’																										
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Sd/-
 Additional Project Director
ASPIRe Project

