

**Notice inviting Tender/Quotation**

**for supply, installation, missionary training, post sale service etc. of Computer printer (4 in 1), UPS & Laser Printer for Computer**

Sealed quotations are invited from bonafide, resourceful, experienced suppliers having IT/VAT, Professional Tax clearance certificates for purchasing the following items. The quotation documents, if not completed in all respects, will not be considered. The suppliers should quote rates in figures as in words. Quotations should be sent through Courier Service or through Registered Post.

**Conditions:**

1. Rates should be quoted inclusive of all taxes and charges of delivery to destination, insurance, packing & forwarding etc.
2. Delivery of materials must be made within such days as would be mentioned in the supply order
3. In case the bidder is manufacturer/authorized dealer of the materials/equipment for the particular zone and period, documentary proof should be attached.
4. Attested Copies of VAT, IT,PT Clearance Certificates, Trade License etc. should be attached.

**The University reserves the right:-**

1. Of accepting or rejecting any or all quotations without assigning any reason thereof.
2. Of distributing the order for supply among several suppliers if it considers necessary.
3. Not to allow one supplier to supply more than one item concurrently.

**Last date of submission of quotation is 14.01.2010 within 4.00 P.M.**

Other details will be available from the Purchase & Stores section, Central Office, Visva-Bharati.

**Items required**

**A. Computer printer (4 in 1, print, scan, fax, copy)**

**Specifications**

1. Digital copier & multifunctional office machine
2. printer Type : Laser
3. mono/ colour: colour
4. minimum printing speed (ppm): 16 BW
5. 4 colour, category : Simplex, ADF
6. Networking:
7. Fax:
8. Warranty (years): 1/2/3 (Min.1 year)
9. AMC (Annual Maintenance Contract) terms and rate: (after expiry of the warranty period)
10. Please specify your post sale service & Training to users.

**B. HP Laserjet Printer 1020**

**C. Black & White Laser Printer for Computer**

**Specifications**

Black print speed (Minimum): 14 ppm

Black print resolution (Minimum): 600 x 600 dpi (1200 dpi effective output)

Duplex printing: Manual (driver support to be provided)

Print technology: Laser

Printer memory (Minimum) 2 MB embedded

Processor: 266 MHz

Supported paper sizes: Tray: A4, A5, A6, B5, postcards, envelopes (C5, DL, B5)

Supported Media types: Paper (laser, plain, photo, rough, vellum), envelopes, labels, cardstock, transparencies, postcards

P.T.O.

Monthly printing Duty cycle: 5000 pages  
Paper handling: priority hand-feed slot, 100-sheet input tray  
Connectivity: 1 USB 2.0  
OS Compatibility: Microsoft Windows Vista ready.  
Software: Printer driver, Manual Duplex printing etc on CD-ROM  
Warranty: One Year Manufactures Warranty

**D. UPS 650 VA**

Specifications:

1. Input Voltage :160-280V,
2. Minimum VAH: 108,
3. AVR for single phase AC
4. Backup time of 15 minutes or more at full load.

**Note:**

- i. Warranty (years): 1/2/3 for B,C & D (Min. 1 year)
- ii. AMC (Annual Maintenance Contract) terms for B,C & D
- iii. Please specify your post sale service for B,C &D

Registrar  
Visva-Bharati

Memo.No. CS-5/2009-2010/Q/6 Dated:20.12.2009

Copy to:

In-Charge, V.B. Computer Centre, with a request to upload this notice in the University website.

Copy forwarded to the following Govt. Officer with a request for displaying the tender notice on the notice boards of their respective offices for publicity to:-

1. Branch Manager, State Bank of India, Santiniketan Branch
2. Station Master, Bolpur Railway Station
3. Sub-Divisional Officer, Bolpur
4. Post-Master, Santiniketan Post Office
5. Registrar's Office Notice Board

Registrar  
Visva-Bharati