



TAMIL NADU AGRICULTURAL UNIVERSITY
Agricultural Engineering College & Research Institute
Coimbatore- 641 003, Tamil Nadu, India

Dr. A. Surendrakumar, Ph.D.,
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No. DFM&PE/RFS/Photocopier machine with Scanner and Printer/Tender/2021 dt. 02.11.2021

LETTER CALLING FOR TENDERS

Sir,

Sub: FM&PE-RFS-Purchase of Photocopier machine with Scanner and Printer – Tenders called for.

Sealed tenders are invited for the items specified below and you are therefore requested to send your tender.

1.	Item to be purchased	:	Photocopier machine with Scanner and Printer Specifications: <ul style="list-style-type: none">• Print speed : 30(A4)/15(A3) CPM• Memory : 30 GB• Display : 10" LCD Colour display• Category : Copy, Print & Scan• Paper capacity : 1300 Sheets (3 Trays)• Toner capacity : 20,000 Copies• Paper size : A4 to A3• Resolution : 1200 mm x 1200 mm• Zoom : Up to 300-400%• Automatic Duplex unit with RADF scanner• Power : 500 W• Interface : USB & Network• Accessories necessary for operation and maintenance of the unit should be provided and the list may be given along the quote.• The rates may be quoted for the FOR destination.
2.	Due Date and Time for Receipt	:	18.11.2021 - 4.00 p.m.
3.	Time and date of Opening	:	4.30 p.m. – 18.11.2021.
4.	Mode of sending	:	Sealed cover should be addressed to the Professor & Head, Dept. of Farm Machinery & Power Engineering, Agricultural Engineering College & Research Institute,

			Tamil Nadu Agricultural University, Coimbatore-3. Cover may be super scribed as “Tender for Photocopier machine with Scanner and Printer due on 18.11.2021”
5.	Tender Fee	:	-
6.	EMD	:	Rs.1200/- Demand draft drawn in favour of The Professor and Head, Dept. of Farm Machinery & Power Engineering, AEC&RI, TNAU, Coimbatore-3.
7.	Validity of the tender	:	Tender should be valid up to 3 Months

8. Conditions:

- i. The rate and the taxes thereon if any should be furnished separately.
 - ii. The amount should be shown both in figures and in words. Corrections if any should be attested property. Tenders with corrections not attested will be rejected.
 - iii. Tender should be furnished for the exact specifications as given in this letter. Tenders not in accordance with the specification will be rejected. **In the case of equipments, the relevant brochure / pamphlet of the equipment containing the futures and specifications should necessarily be attached with the Tender / Tender.**
 - iv. The supply should be effected within 30 days from the date of purchase order.
 - v. Warranty period should be indicated. Warranty of 3 years is essential.
 - vi. After warranty condition for AMC should be indicated.
9. If the successful tender fails to supply the item within the stipulated time, the EMD will be forfeited apart from initiating further action for consequential loss if any to the Tamil Nadu Agricultural University.
- 10. Tender shall be furnished in the prescribed format enclosed in the tender document duly signed by the tenderer accepting the condition and the tender format shall be sent. Tender not furnished in the prescribed format itself will be rejected.**
11. Tenderer may be present or send their representative on the date of opening. The under signed have the right to accept (or) reject any tender without assigning any reason thereof.

Professor and Head
Dept. of Farm Machinery & Power Engineering

TAMIL NADU AGRICULTURAL UNIVERSITY

**Office of the Professor & Head
Dept. of Farm Machinery & Power Engineering
Agricultural Engg. College & Research Institute
TNAU, Coimbatore – 641 003.**

TENDER SCHEDULE

Tenders for purchase of “**Photocopier machine with Scanner and Printer**” to Dept. of Farm Machinery & Power Engineering, Agricultural Engineering College & Research Institute, Tamil Nadu Agricultural University, Coimbatore 641 003.

Sl.No	Particulars	Qty	Rate	Amount
1	Photocopier machine with Scanner and Printer Specifications: <ul style="list-style-type: none">• Print speed : 30(A4)/15(A3) CPM• Memory : 30 GB• Display : 10”LCD Colour display• Category : Copy, Print & Scan• Paper capacity : 1300 Sheets (3 Trays)• Toner capacity : 20,000 Copies• Paper size : ASR to A3• Resolution : 1200 mm x 1200 mm• Zoom : Up to 300-400%• Automatic Duplex unit with RADF scanner• Power : 500 W• Interface : USB & Network• Accessories necessary for operation and maintenance of the unit should be provided and the list may be given along the quote.• The rates may be quoted for the FOR destination.	1		
2	Origin (Indian/Imported)			
3	Make & Model (Brand name to be specified)			
4	GST (Number should be indicated)			
5	GST (%)			
6	EMD Details			
7	Customs & Central Exercise duty (Imported items)			

8	Customs clearance charges	
9	Insurance	
10	Transport and Delivery	
11	Installation	
12	Training	
13	Discount if any.	
14	Total cost of the instruments after discount if any (both in figures and in words)	
15	Validity of the tender/ tender	
16	Comprehensive warranty	
17	AMC	
18	Delivery Period	
19	Mode of Payment (INR or LC)	

SIGNATURE OF THE TENDERER WITH SEAL