

High Court of Judicature of Allahabad

SHORT TERM TENDER NOTICE

Notice for purchase of Flatbed Scanner

Sealed Tenders are invited for the purchase of 40 nos. Flatbed Scanners with 3 years on-site warranty as per technical specifications mentioned with instructions for use in High Court, Allahabad and its Bench at Lucknow.

The interested firms may submit their sealed proposal in attached proforma along with Earnest Money Deposit (E.M.D.) of **Rs.25,000/-** through Demand Draft in favour of Registrar General, High Court, Allahabad.

Sealed Tenders addressed to Registrar General, High Court, Allahabad in attached proforma must reach ***Computer Centre, High Court, Allahabad*** latest by **7, January, 2019 upto 2.30 p.m.** Tender shall be opened on **7, January, 2019 at 4.30 p.m. at Computer Centre.**

Sd/-

**I/c Registrar General
21/12/2018**

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Instructions

1. The Registrar General on behalf of High Court Allahabad invites the sealed tender from the interested firms for supply and installation of 40 nos. Flatbed Scanners with 3 years on-site warranty for use in High Court, Allahabad and its Bench at Lucknow.
2. Tender once submitted cannot be withdrawn.
3. The interested firms may submit their sealed tender in attached proforma along with **Earnest Money Deposit (E.M.D.) of Rs.25,000/-** through Demand Draft in favour of Registrar General, High Court, Allahabad). Any bid not accompanied by an acceptable Earnest Money, shall be rejected.
4. Sealed Tenders addressed to Registrar General, High Court, Allahabad in attached proforma must reach **Computer Centre, High Court, Allahabad** latest by **7, January, 2019 upto 2.30 p.m.** Any tender received by the Computer Centre after the deadline prescribed in tender document will be returned unopened to the firm.
5. Quantity fixed for purchase may change as per discretion of Hon'ble High Court.
6. Before the deadline for submission of tender, the High Court may modify the tender documents by issuing addenda. Any addendum thus issued shall be part of the tender documents and same shall be published in the official web-site of the Court.
7. Each page of the tender shall be typed or written in indelible ink and shall be signed by the representative duly authorized to sign on behalf of the firm.
8. The tender shall contain no overwriting, alterations or additions, except those to comply with instructions issued by the High Court.
9. The Earnest Money of unsuccessful bidders will be returned at the earliest after the finalization of successful firm.
10. The tenders received will be opened in the presence of the firms/representatives who choose to attend at the time, date and place specified in the tender document.
11. The High Court will award the Contract to the firm whose tender has been determined to be substantially responsive to the tender documents and who has offered the lowest tender price for the supply of items subject to quality.
12. Notwithstanding the above Clause, the High Court reserves the right to accept or reject any tender, to extend the date of submission & opening if sufficient no. of bids are not received, to cancel the tender process or to reject all tenders.
13. The firm whose tender has been accepted will be informed by letter.
14. All applicable taxes, if any at admissible rate, has to be paid by the successful tenderer.
15. Maintenance Service procedure must be mentioned in the tender document.
16. Technical Specifications

1.	Scanner Technology	Flatbed color document scanner
2.	Scan Type	Flatbed, ADF (Automatic Document Feeder) & Colour Scanning
3.	Scanning Speed	up to 20 ppm or higher (black & white, grey and colour at 300 dpi)
4.	Output File Formats	PDF, JPEG, PNG
5.	Light Source (Scanning)	3-color LED technology

6.	Output resolution dpi settings	<u>Hardware Resolution:</u> Flatbed: 1200 dpi ADF: 600 dpi <u>Optical Resolution:</u> Flatbed: 1200 dpi ADF: 600 dpi
7.	a) Gray Scale Bit Depth b) Color Bit Depth	a) 8-bit per pixel internal / external or higher b) RGB x 30-bit internal / external or higher
8.	Daily Duty Cycle (ADF)	1,500 Sheets daily or more
9.	Auto Document Feeder capacity	50 Sheets or more
10.	Scan Area Size	a) Flatbed - Legal Size (8.5" x 14.0") or higher b) ADF - Legal Size (8.5" x 14.0") or higher
11.	External I/O Port	USB 2.0 or higher
12.	Standard Connectivity	USB 2.0 or higher
13.	Compatible Operating System	Windows, Mac, Ubuntu, Red Hat Linux
14.	Power	Power Adapter cable should have Indian Standard connector.
15.	Certification	Energy Star, ROHS, CE

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General Information

1.	Name of the firm	
2.	Full address of firm along with Contact Person Telephone no. Fax no. E-mail address:	
3.	Income Tax Registration no. with place <i>(Copy enclosed)</i>	
4.	GST No. and related details <i>(Copy enclosed)</i>	
5.	Kindly mention and enclose at least two purchase Order.	
6.	Any other information you feel necessary <i>(Separate sheets may be used if required)</i>	
7.	Name of Brand/make quoted	
8.	Procedure for maintenance call registration and solution <i>(Separate sheets may be used if required)</i>	
9.	Company authorization certificate <i>(Copy enclosed)</i>	
10.	Details of earnest money attached. (i) Amount Rs. (ii) Bank Draft No. (iii) Bank Draft issuing date (iv) Drawn on (Bank)	(i) Rs.25,000/- (ii) (iii) (iv)
11.	Others	

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Technical Sheet

1.	Manufacturer/Brand	
2.	Model No.	
3.	Scanner Technology	
4.	Scan Type	
5.	Scanning Speed	
6.	Output File Formats	
7.	Light Source (Scanning)	
8.	Output resolution dpi settings	Hardware Resolution: Flatbed: ADF: <u>Optical Resolution:</u> Flatbed: ADF:
9.	a) Gray Scale Bit Depth b) Color Bit Depth	a) b)
10.	Daily Duty Cycle (ADF)	
11.	Auto Document Feeder capacity	
12.	Scan Area Size	a) Flatbed - b) ADF -
13.	External I/O Port	
14.	Standard Connectivity	
15.	Compatible Operating System	
16.	Power	
17.	Certification	

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Financial sheet

For 40 nos. Flatbed Scanners with 3 years on-site warranty for use in High Court, Allahabad and its Bench at Lucknow

Tentative Quantity

Location	Quantity
Allahabad	30
Lucknow	10

Sl. No.	Name of Brand/make quoted	Unit Price (in Rs.)	Quantity (in nos.)	Total (in Rs.)
	GST			
	TOTAL			