



Kerala Start-Up Mission (KSUM)

Formerly Technopark Technology Business Incubator (T-TBI)

G3B, Thejaswini, Technopark Campus
Thiruvananthapuram 695 581
Kerala State, India
Phone No: 0471 2700270

NOTICE INVITING TENDER

SCHEDULE		
Sl No	Activity Description	Schedule
1	Tender Enquiry No	KSUM/PMU/T/PRINT/2021-22/12/01
2	Sale of Tender Document	Dec 4, 2021 to Dec 11, 2021 upto 6:00 pm Tender document can be downloaded from www.startupmission.kerala.gov.in/tender
3	No of Covers	2 (Technical & Financial)
4	Delivery time	In 1 weeks
5	Warranty period	3 Years
6	Tender Validity	7 days
7	Services to be offered	Supply and installation of Multi-function Printer with DADF. (Please refer Tender Documents for more details)
8	Tender Fee	Rs 600.00
9	Earnest Money Deposit (EMD)	Rs 4500.00
10	Time and last date of online submission of Tender/bid	Dec 11, 2021 upto 6:00 pm
11	Time and Date of Opening of Technical Bid	Dec 12, 2021 at 10:00 am

The bid documents and other details may be downloaded from the website www.startupmission.kerala.gov.in/tender. The EMD of **Rs.4,500.00/-** and non-refundable bid submission fee of **Rs. 600.00/-** shall be remitted as Demand Draft separately. Bidder should ensure that bid submission fees and EMD are remitted as separate transactions/DDs, such that EMD should be a separate DD and Tender Fee Shall be separate DD. Combined remittance for bid submission fee and EMD shall be treated as invalid transaction.

Tender Fee: DD in the name of “TECHNOPARK TECHNOLOGY BUSINESS INCUBATOR”

G3B, Thejaswini, Technopark Campus, Trivandrum, Kerala, India Phone : +91-471-2700270 Fax :+91-471-2700224

www.startupmission.kerala.gov.in



EMD Fee: DD in the name of “TECHNOPARK TECHNOLOGY BUSINESS INCUBATOR”

All Bid documents are to be submitted as hardcopy in the specified format in address given below. Please specify tender documents for more details.

The Chief Executive Officer

Kerala Start-Up Mission (Formerly Technopark-TBI),
G3B, Thejaswini, Technopark Campus,
Kariyavattom, Trivandrum 695 581
Phone No: 0471 2700270
Email: procurement@startupmission.in

Place: Trivandrum
Date: 04-12-2021

Procurement Officer
Kerala Start-Up Mission

Note: - If the date of opening of bids happens to be a holiday; the actual date for the same will be the next working day. No separate intimation in this regard will be issued.



Kerala Start-Up Mission
(Formerly Technopark TBI)
G3B, Thejaswini, Technopark Campus
Thiruvananthapuram 695 581
Kerala

TENDER DOCUMENT

KSUM/PMU/T/PRINT/2021-22/12/01

Item required

Supply and installation of Printer				
SI No	Description of items required	Qty	Warranty	Delivery
1	Multi-function Printer with DADF	1	3 Years	1 Week

Detailed Specification

1. Multi-function Printer with DADF -1 no

SL NO	Multi-function Printer with DADF	
1	Print Technology	Laser
2	Type of Machine	Multifunction Machine
3	Catridge Technology	With Seperate Drum and Toner
4	Type of Printing	Color
5	Platen/Flatbed Size	A3
6	Paper Size (Original/Image)	A3/A3
7	RAM Size	2GB or above
8	Hard Disk Capacity	250 GB or above
9	Minimum Speed per minute in A4 Size-Mono (PPM)	20
10	Minimum Speed per Minute in A4 Size-Colour (PPM)	20
11	Minimum Speed per Minute in A3 Size-Mono (PPM)	20
12	Minimum Speed per Minute in A3 Size-Colour(PPM)	20

13	Scanning Feature Availability	Yes
14	Duplexing Feature Availability	Yes
15	Networking Feature Availability	Yes
16	Wi-Fi Capability	Yes
17	If yes, Network Interface	Ethernet 10/100/1000
18	Original Feed Type	DADF/RADF
19	Number of Main Tray(Number)	2
20	Feeder Capacity (Number)	100
21	Total Main Tray Capacity	1000 or above
22	Bypass Facility	Yes
23	Bypass Tray Capacity	100
24	Duty Cycle/Month (Number of Prints)	55000 or above
25	On Site OEM Warranty	1 Year + 2 year extended warranty
26	Delivery and Installation	Within a week
27	Tonner	1 set additional tonner
28	Preferred brand	Xerox, HP, Canon, Toshiba or equitant

General Terms & Conditions

1. Eligibility Criteria:

- Should be a Firm/Company Incorporated in India.
- Bidder should have a fully functional service centre with spares stock for attending the breakdown calls. Details of the service centre must be provided.

2. Scope of Supply:

- The tenders shall be submitted as per the technical specifications as per **Annexure – I** (Part A and Part B)
- Submission of the tender implies that these conditions of tender have been read by the tenderer and is aware of the scope of the supply and the quality of the material to be supplied. The final acceptance of the tender rests with the Chief Executive Officer, Kerala Startup Mission who reserves the right to accept or reject any or all tenders without assigning any reason thereof.

3. Submission of bids

The tender should be submitted in two parts as under

- Technical Bid
- Financial Bid



The documents shall include the following:

1. Company registration details
2. Company profile
3. Company product authorization certificate
4. Work completion report
5. Copy of GST registration and PAN
6. Tender form
7. Annexure 1

Financial Bid

1. As per the Format given in Annexure 2

4. Validity of Tender

- a) The tender shall be valid for a period of 21 days from the date of opening of the tender.
- b) Tenderer for any reason whatever, withdraws the tender after it is accepted or become unable or fails to execute the orders within stipulated delivery period, KSUM shall be at liberty to cancel the order forthwith and the EMD of the tender in such a case will be forfeited by the KSUM.
- c) No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained till supplies are completed.

Tentative Calendar of Events

5. Guarantee of Quality and Warranty of goods supplied:

- a. Guarantee/Warranty and Support and defects liability period-The supplier shall guarantee that all equipments are free from any defects due to the defective materials and poor workmanship, that the equipments are not less than the guaranteed values. The Guarantee shall be valid for the period mentioned against each item above after successful testing and taking over. Any part found defective shall be replaced free of cost by the supplier.

6. Packing

- a. The supplier shall provide packing of the goods, as required to prevent their damages or deterioration during the transit to their final destination as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit.
- b. The equipment shall be securely boxed, crated and protected from mechanical damage, moisture etc. suitable for both storage and transit according to the nature of the material and mode of transport.

7. Price

- a) The price shall be firm and shall include all applicable taxes and charges. Any variation in the duties, levies etc. during the period of supplies shall be charged to the tenderer account. The rates quoted shall be all inclusive, with the delivery, up to destination i.e. KSUM, Trivandrum.
- b) The Tenderer shall submit the copy of PAN Number, GST Number registration details along with the tender.



8. Delivery

- a. The successful tenderer shall complete supplies strictly within the accepted delivery period. Material ordered by the KSUM shall be delivered to destination securely packed as may be necessary.
- b. The Equipments shall have to be delivered and installed at KSUM, Trivandrum to the satisfaction of concerned Authority.

9. Payment

The payment will be made by KSUM by e-Transfer to the bank account as mentioned in the bank mandate. The tenderer shall submit the documents, which shall clearly indicate that the Proper Installation & successful Testing of Equipment are done.

10. Service Facility

In order to ensure proper and timely after sales service, contact details with addresses of service centre nearest to KSUM, Trivandrum shall be provided along with the bid.

11. Taxes

Suppliers shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser.

12. Termination for Default

The purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, terminate the Contract in whole or part:

- a. If the supplier fails to deliver any or all of the Goods within the period(s) specified in the order, or within any extension thereof granted by the Purchaser; or
 - b. If the Supplier fails to perform any other obligation(s) under the Contract.
 - c. If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- For the purpose of this Clause:
- a. "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
 - b. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of Borrower, and includes collusive practice among Tenderers(prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition".

In the event the Purchaser terminates the Contract in whole or in part, the Purchaser may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such Goods or Services. However, the Supplier shall continue the performance of the contract to the extent not terminated.

13. Claims:

- a. If the material supplied are found to be off size and shape different than those in the accepted offer and are of specifications lower than those stipulated in the accepted offer, KSUM shall have the right to totally reject the goods and/or to prefer a claim for compensation for the part of goods, which are rejected.
- b. The supplier shall reimburse to KSUM, the actual expenditure incurred, on such goods, within 15 (fifteen) days of its demand.



- c. The supplier shall be responsible for arranging the rejected goods to be removed at his/her cost from KSUM, Trivandrum premises.
- d. The supplier shall also compensate for losses, if any, sustained by KSUM due to defective packing and/or wrong marking of the goods.

We confirm with our acceptance to the Commercial & General Terms & Conditions Sl. No. 1 to 14 as given above.

Date:

Name, Signature and seal of tenderer



TENDER FORM

The Chief Executive Officer

Kerala Start-Up Mission (Formerly Technopark TBI),
G3B, Thejaswini,
Technopark Campus,
Trivandrum 695581

Dear Sir,

Sub: Bid form

Ref: Tender No.: KSUM/PMU/T/PRINT/2021-22/12/01

1. Having examined the conditions of tender contract, the receipt of which is hereby duly acknowledged. i/we undersigned, offer to supply all hardware & software and execute all works in conformity with tender specifications referred above and also to the said terms & conditions from the sum shown in the commercial bid(s) attached herewith and made part of this bid.
2. I/We undertake, if our Bid is accepted to complete delivery & commissioning of all Items specified in the contract within 1 week calculated from the date of issue of your purchase order/LOI.
3. I / We understand that you are not bound to accept the lowest or any bid, you may receive.
4. I / We affirm that I / We have enclosed the acceptance of all terms and conditions and also all brochures detailing the technical specification of the items quoted by me/us.
5. I / We hereby confirm that all the items supplied are in proper working condition and tested successfully.
6. The tender document for the works mentioned above have been obtained by me from the URL: <https://startupmission.kerala.gov.in/tender> , the official website of Govt of Kerala and I / we hereby certify that I / we have read the entire terms and conditions of the tender document, which shall form part of the contract agreement and I / we shall abide by the conditions / clauses contained therein.
7. My /our GST & PAN Numbers are as follows.
8. GST Registration Number.
9. PAN Number.
10. Dated thisday of..... 201.....
11. Signature of
12. In capacity of
13. Duly authorized to sign the bid for and on behalf of -----
14. Witness 1. -----
15. Signature
16. Witness 2. -----
17. Signature

Annexure I
Technical Specification for the supply and installation of Printer

Multi-function Printer with DADF – 1 no

Sl No.	Items	Specs	Compliance (Yes/No)	If No, Specify exact specification
1	Print Technology	Laser		
2	Type of Machine	Multifunction Machine		
3	Catridge Technology	With Seperate Drum and Toner		
4	Type of Printing	Color		
5	Platen/Flatbed Size	A3		
6	Paper Size (Original/Image)	A3/A3		
7	RAM Size	2GB or above		
8	Hard Disk Capacity	250 GB or above		
9	Minimum Speed per minute in A4 Size-Mono (PPM)	20		
10	Minimum Speed per Minute in A4 Size-Colour (PPM)	20		
11	Minimum Speed per Minute in A3 Size-Mono (PPM)	20		
12	Minimum Speed per Minute in A3 Size-Colour(PPM)	20		
13	Scanning Feature Availability	Yes		
14	Duplexing Feature Availability	Yes		
15	Networking Feature Availability	Yes		
16	Wi-Fi Capability	Yes		
17	If yes, Network Interface	Ethernet 10/100/1000		
18	Original Feed Type	DADF/RADF		
19	Number of Main Tray(Number)	2		



20	Feeder Capacity (Number)	100		
21	Total Main Tray Capacity	1000 or above		
22	Bypass Facility	Yes		
23	Bypass Tray Capacity	100		
24	Duty Cycle/Month (Number of Prints)	55000 or above		
25	On Site OEM Warranty	1 Year + 2 year extended warranty		
26	Delivery and Installation	Within a week		
27	Tonner	1 set additional tonner		
28	Preferred brand	Xerox, HP, Canon, Toshiba or equitant		



Annexure 2

Financial Bid submission format

Sl No	Item	Quantity	Amount
1	Multi-function Printer with DADF	1	

The rate quoted to be inclusive of all taxes and duties