

Tender for digital photocopier on per page contract basis

WBIDC is inviting bids for hire of photocopier on per page contract basis for its office in 5, Council House Street, Kolkata – 700001, with all documents as mentioned in section II. The details of the tender are tabulated below:

Items	Last Date of Receipt	Date of opening	Contact for Enquiries
Photocopier on per page contract basis. Details enclosed in Annexure	20.03.2009 before 3 p.m.	20.03.2009 at 3.30 pm	Sri Surojit D' Rozario System Administrator WBIDC 5, Council House Street Kolkata - 700001 Phone:22428908 it@wbidc.com

I. Eligibility : The vendors with the following eligibility criteria may submit price bid

- a) The vendor must be an authorized dealer/distributor/partner of the quoted item
- b) The vendor must not be disqualified / blacklisted from any government organization.

II. Bid Process :

- a) WBIDC may accept/reject any bid without ascertaining any reason what so ever.
- b) Documents in support of eligibility must also be attached along with the bid.
- c) Brochures and any other documents may also be attached.

A.K.Pandey
Company Secretary

Annexure

Minimum Specification for Digital Photocopier

1. Network printing
2. A3 duplex printing
3. DADF for A3 duplex Digital Scanner (preferably)
4. Minimum 1000 pages day
5. Sorting facility

Per page printing Cost				
	Cost for outright purchase of the machine (including taxes) with 3 years all inclusive warranty	Minimum monthly commitment (cost per pages)		
Machine type(mode/PPM) etc		10000	15000	20000

Terms & Conditions:

New machines will be provided.

1. Contract period : 3 years
2. Guaranteed uptime : 99% (99 days out of 100 days)
3. The rate should cover
 - i) Brand new machine
 - ii) Complete maintenance including spares & consumables.
 - iii) Toner Cost (original)(refills and generic not allowed)
 - iv) Software support
4. WBIDC would provide paper, power and manpower for photocopying.
5. Bills would be settled monthly.
6. In case there is a short fall in the number of copies made in any month w.r.t. the minimum commitment then payment for minimum monthly commitment would be made. However, the shortfall in copies shall be carried forward for the duration of the contract period.
7. Penalty: Rs 500 per day would be deducted from the bill if the machine is not repaired within Next Business Day from the date of reporting.