

Bid invitation

Information

Description:EMN/1050011000/Hiring of Xerox
Machines

Bid invitation number:6300037167

Version: 1

Bid invitation rules

Bid invitation currency: INR

Timezone: UTC+53

Submission period: 21.03.2022 17:00:00

Opening date: 21.03.2022 17:00:00

Created On: 24.02.2022 04:47:34

Bid invitation text:

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SCOPE OF WORK/TERMS AND CONDITIONS (COMMON FOR TWO MACHINES)

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1) Firm should supply and install the PPC machines, Make: Canon Model:GP-200/IR2525(OR) Equivalent of following minimum specifications) on monthly rental basis.

Machine to be demonstrated for satisfactory working (Normal & Computer connected). BEML personnel to be trained in operation.

(a)Capacity 20-25PPM (minimum 300 to 400 copies per day.)

(b)Multitasking system for copy, print & scan

(c)Tray less Duplex printing (2 sided copying)

(d)Auto Document Feeder

(e)Network Printing & Scanning

2) Firm should ensure trouble free running of the machine.

3) The Contract is valid for a period of one year .

4) Firm will be responsible for maintenance of the machine installed which includes all necessary spares and consumable items required for maintaining the machine.

5) In case of breakdown, firm should immediately arrange service engineer and ensure rectification of defects within 24 hours.

6) Firm shall quote for rental charges every month per machine. Payment will be made on monthly basis duly

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certified by user department for satisfactory working of the machine.

7) In case due to non-availability of the machine on account of breakdown, and if user is not able to takeout minimum copies firm should compensate it by providing alternate machine within a week's time otherwise rental charges will be deducted on prorata basis as recommended by respective user dept.

8) Firm should maintain a Log book to record observations on machine performance and number of copies taken out and the same shouldbe co-ordinated by the respective user departments and copy to be submitted along with bills to DGM – Maintenance department for recommending payment.

9) Firm should bring the necessary tools to repair the machine and necessary entries should be made at the Security gate.

10) Firm shall quote for Rental charges per month with computer connectivity and indicate number of Free copies 7000 per machine per month and rate per copy for extra copies (beyond cumulative total of 14,000 copies per month for 2 machines) to be indicated in their BID TEXT

11) Payment for the extra copies taken (beyond total cumulative minimum copies i.e 14,000 copies per month for 2 machines) will bemade against certification by our user dept.

12) Providing Power supply and necessary paper for taking photo copies is BEML scope.

13) Firm shall follow all safety precautions while carrying out installation/repairs etc on their machine in BEML. BEML is not responsible for any accidents /untoward incidents met by firm's personnel.

NOTE: (1) BEML reserves the right to alter the place of working of PPC machines within the Division for administrative convenience. Firm shall shift the machine accordingly and prove working at new place. Necessary transport/material handling for shifting the machines within the division will be arranged by BEML.

(2)Firm shall confirm their acceptance for the scope and terms & conditions in their bid without fail.

GENERAL TERMS & CONDITIONS :

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1. Delivery Terms: FDD/ FOR BEML, KGF.
 2. Payment Terms : Payment will be made on monthly basis duly certified by user department for satisfactory working of the machine
 3. Quote should be valid for minimum 60 days from the date of Bid opening. Bids of those firms validity is less than 60 days are liable for rejection.
 4. Firm to indicate GSTIN and applicable GST in their bid.
 5. Firm to indicate 6 digit SAC code for the services in the bid invitation .
 6. L-1 evaluation will be based on the Net Landed cost (of all the items / Services in the Bid invitation for full quantity) of technically accepted bids.
- Firms to quote for all the items / Services in the Bid Invitation. Bids of those firms who have quoted for all the items /

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Services in the Bid Invitation will only be considered for technical evaluation

NOTE :-

1) In e- Bidding system - If you need any type of assistance, Please contact Mr. Krishna Mohan / Mrs. Anitha (Ph No – 080- 22963269 / 22963141 & Email – admin.srm@beml.co.in) .

2) Please contact given below mail IDs for any type of technical clarification.

i) esm@beml.co.in & ii) emnkgf@beml.co.in

Attachments:

Digital Signature

Bid invitation details

Item	Product Price Condition	Description	Vendor product number	Delivery date/ performance period	Quantity
1		Monthly Charges for PPC M/c on rental			12 MON

Item long text:

Monthly Charges for PPC (Plain Paper Copier/Xerox) machine with computer connectivity on rental basis

Location: DE's Establishment (General Manager- Defence) Office, Heavy Equipment Shop, EM Division.

Detailed Scope of work and Terms & conditions are indicated under Bid Invitation text

Firm has to quote for rental charges per month per machine against Basic price considering free copies of 7000 nos per month per machine

CGST - Central GST	%	_____
IGST -Integrated GST	%	_____
Basic Price	INR	_____
SGST - State GST	%	_____
UTGST	%	_____

2		Monthly Charges for PPC M/c on rental			12 MON
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Item long text:

Monthly Charges for PPC (Plain Paper Copier/Xerox) machine with computer connectivity on rental basis

Location: DE-2 Office (D.G.M - Defence-Hull Shop)(above L/W Shop) at EM Division .

Detailed Scope of work and Terms & conditions are indicated under Bid Invitation text

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SGST - State GST	%	_____
UTGST	%	_____