



तेजपुर विश्वविद्यालय / TEZPUR UNIVERSITY  
(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)  
(A Central University established by an Act of Parliament)  
कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR  
नपाम :: तेजपुर - 784028 :: असम  
NAPAAM :: TEZPUR - 784028 :: ASSAM

**NOTICE INVITING QUOTATION**

TU/11-24/Pur/Qtn/2018-19/1169-A Dated: 13.6.2018

Sealed quotations are invited from reputed manufacturers/authorized dealers/vendors for supply and installation of **Computer Printers** required for Tezpur University. Quotation should be submitted in the DROP BOX placed in the reception of the Administrative Building of the University within **3.00 PM of 02.07.2018**. If posted/couriered, should reach within the specified time and date addressed to "The Assistant Registrar-GA, Tezpur University". The Quotation Notice No. and date should be clearly superscribed in the the envelope/packet containing the quotation. The Quotations received will be opened on the **02.07.2018 at 4.00 PM**. The quotationer(s) or their authorised representative(s) may be present while opening the quotations

**Specification of Printers:**

Laser Printer A4 Size		Approx Qty Required
Specification:		
Print Resolution	600x600 dpi or better	130
Duty Cycle	5000 Pages per Month	
Input Tray Capacity	150 Sheets	
Output Tray Capacity	100 Sheets	
Paper Size	A4	
Print Speed	20 ppm	
First Print Out Time	Less than 8.5 seconds	
Print Technology	Laserjet	
Connectivity	Hi-Speed USB 2.0 port	
Driver	CD/DVD Driver Media for Windows 7/8/10	
Certifications	ENERGY STAR qualified	
Warranty	Comprehensive 1 Year	
Network Laser Printer		
Print Resolution	600x600 dpi or better	
Duty Cycle	5000 Pages per Month	
Paper Size	A4	
Print Speed	18 ppm	
Print Technology	Laserjet	
Network	Built-in Ethernet (RJ45 Port)	
Duplex Printing	Automatic Duplexing	
Connectivity	Hi-Speed USB 2.0 port	
Driver	CD/DVD Driver Media for Windows 7/8/10	
Certifications	ENERGY STAR qualified	
Warranty	Comprehensive 1 Year	

**GENERAL TERMS & CONDITIONS:**

1. No separate tender paper will be issued from the office; one should only download the specifications/List from the website.
2. The rates should be preferably quoted in Indian Rupee and FOR Tezpur University, Napaam basis. Charges for clearing and transportation should be incurred by the supplier.
3. Quotations should be accompanied by i) An EMD (in the form of Demand Draft/Call Deposit/TDR) of ₹. 5000/- (Rupees Five Thousand) only drawn/pledged in favor of Registrar, Tezpur University, payable at Tezpur. No request for consideration of earlier deposited EMD will be considered. ii) A non-refundable application (quotation) fee of ₹.1000.00 (Rupees One Thousand) only must be paid only by Demand Draft drawn in favour of Registrar, Tezpur University payable at Tezpur.



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4. The rates should be exclusive of GST and applicable GST in % should be clearly indicated.
5. Applicable levies, surcharge and discounts should be clearly indicated itemwise.
6. Quoted rates should be valid at least for a period of 01 year.
7. The rates should be quoted along with supporting documents of specifications and technical features and list of users.
8. All the quotations must be accompanied with supporting documents and / or literature.
9. Demonstration may be sought from the vendors for authentication of quoted specification.
10. Details of availability of after sales support will have to be furnished. After sales support, directly from manufacturer and from Assam (Guwahati / Tezpur) will be preferred.
11. The University is exempted from paying Custom and Excise duty.
12. Proprietary items should be quoted with sole Manufacturer/Distributorship certificate.
13. Warranty/Guarantee: Comprehensive Onsite Warranty/Guarantee should be provided.
14. **No Advance payment will be made.**
15. **Quoted price should be inclusive of essential accessories and should be CIF Tezpur University, Napam, Tezpur.**
16. Irresponsive/incomplete quote will be rejected.
17. Applications for release of EMD should be submitted to the Registrar/ Joint Registrar.
18. Apart from the above terms and conditions the University has the right to include any other terms and conditions as and when felt necessary.
19. The University reserves the right to accept or reject any or all the quotations without assigning any reason.

*Opant*  
13/06/18  
Assistant Registrar (GA)

Tezpur University

Memo No: TU/11-24/Pur/Qtn/2018-19/.....1169-A

dated:- 13.6.2018

Copy for information to:

1. Webmaster, Tezpur University for uploading the notice in the website.
2. Secretary to VC for kind information of VC.
3. File

*Opant*  
13/06/18  
Assistant Registrar (GA)