



TATA INSTITUTE OF SOCIAL SCIENCES
Tuljapur Off Campus

Deemed University under Section 3 of the University Grants Commission Act (UGC), 1956

04.09. 2020

Notice Inviting Tender for Installation of Photocopy-Cum-Printer Machine.

The Tata Institute of Social Sciences, **Tuljapur Off Campus** invites sealed quotations for Installation of **One Photocopy-Cum-Printer Machine at its Library.** The Model No. CANON-IR3300 or higher version of the same is preferred.

The Period of Contract : TWO YEARS.

Configuration and other specifications are as follows:

1. Agency must provide & install ONE CANON-IR3300 (Speed minimum 33 pages per minute with Network facility) or higher version of the same. All charges towards installation as well as transportation will be borne by the agency.
2. Agency must bear all costs towards maintenance of the Photocopy-Cum-Printer Machine. It must provide free of charge consumable items such as Drum, toner, developer & all other spares except Electricity charges, manpower & paper.
3. The Repair & servicing of Photocopy-Cum-Printer Machine is allowed during office hours, such repairing & servicing of the Equipment shall be done within 5 hours of receipt of communication from the Institute. In case, there is a break down in Photocopier machine, the Agency shall provide another machine with same compatibility to the Institute within 5 hours, failing which the contract shall be terminated.
4. Agency should maintain Photocopy-Cum-Printer Machine in good working condition.
5. It must quote per copy charges (WITHOUT PAPER) & also Fixed monthly charges if any
6. The Institute will pay the charges on monthly basis after completion of one month period & on submission of proper bills.

7. Please note that the Institute does not assure minimum number of copies per day & per month.

Kindly submit your sealed Quotation with detail configuration and documents signed by the authorized representative. Submit your quotation to the **In-Charge, Purchase Section, Tata Institute of Social Sciences, Tuljapur Off Campus, Tuljapur, Dist. Osmanabad – 413 601.**

The envelope must super scribe **“Quotation for Installation of Photocopy-Cum-Printer Machine - Library”**

Last Date of submission of quotation : September 20, 2020 by 5.00 PM

Note :

- Tender received after the deadline will be considered invalid.
- Tender mentioning the incorrect reference number will not be considered for opening.