



Indian Institute of Technology Madras
CENTRAL LIBRARY
CHENNAI - 600 036

Ref:

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Date: 05.09.2014

Under Speed Post

Due Date: 25/09/2014

Dear Sirs,

On behalf of the Indian Institute of Technology Madras, I invite you to tender for the supply confirming to the specifications enclosed

Item
Retransfer ID Card Printer

1. Quotations are invited for the items shown in the enclosed list.
2. The Quotations should be valid for sixty days from the due date and the period of delivery required should also be clearly indicated.
3. Both **Technical Bid & Commercial Bid** should be in a separate cover with specification on the cover as “Technical Bid” and “Commercial Bid” as the case may be.
4. Both the independent covers should be placed in one big cover and sealed with the superscription on the left hand side **LIMITED TENDER FOR SUPPLY OF “RETRANSFER ID CARD PRINTER” due on 25.09.2014**. The tender should be sent to: **The Librarian, Central Library, Indian Institute of Technology Madras, Chennai - 600036**.
5. Right is reserved to ignore any tender which fails to comply with the above instructions. Tender should be sent either by **REGISTERED POST ACKNOWLEDGEMENT DUE OR THROUGH MESSENGER**.
6. **THE INSTITUTE SHALL NOT BE RESPONSIBLE FOR THE LATE RECEIPT OF TENDER ON ACCOUNT OF POSTAL OR ANY OTHER DELAY.**
7. If the item is under **DGS&D Rate contract No.** and the price must be mentioned. It may also please be indicated whether the supply can be made direct to us at the Rate contract price (Please note that we are not Direct Demanding Officers). If so please send copy of the RC.

8. Relevant literature pertaining to the items quoted with full specifications (and drawing, if any) should be sent along with the Quotations, wherever applicable. Samples if called for, should be submitted free of charges, and collected back at the supplier's expenses.
9. Local Firms: Quotations should be for free delivery to this Institute. If Quotations for Ex-Godown delivery charges should be indicated separately.
10. Firms outside Madras: Quotations should be for F.O.R. Madras. If F.O.R. consignor station, freight charges by passenger train / lorry transport must be indicated. If Ex-Godown, packing, forwarding and freight charges must be indicated.
11. Prices: The prices quoted must be net per unit shown in the schedule and must include all packing and delivery charges and other statutory levies. Refund on account of returnable packages (if any) are to be separately specified. Price and refunds must be clearly shown in figures and worked in Indian currency. The prices quoted by the Tenderer should be inclusive of Sales Tax/VAT and other statutory levies (and should be clearly stated to be so) which will be paid by the Purchaser/if legally leviable at the rate ruling on the date of supply as specified in the Acceptance of Tender. The percentage of tax etc., included in the price should be indicated in clear terms. If the inclusive price is not given, the offered rate will be construed as inclusive rate and comparison be made with others. If at the time of comparison of your offer without taxes etc., is happen to be lowest, you are bound to supply as per the offered rate, i.e. without taxes etc. Hence you are requested to be careful while quoting for tender. **The price should be without customs duty and excise duty since IIT Madras is fully exempted from payment of excise duties and also eligible for payment of concessional customs duty against submission of Essentiality Certificate. The customs duty will be payable / reimbursable by us at the time of clearance on production of necessary proof.** Hence these duties need not be included in the price while quoting.

Necessary document will be provided at appropriate time. No price revision, changes in the specification already given or changes in the terms and conditions etc., during the period is acceptable. **We are eligible for concessional VAT/CST on submission of concessional certificate. The Institute is not authorized to issue C or D forms of Sales tax certificate.**

Hence, VAT/CST should be charged at concessional rates as applicable to educational and research institutions run without profit motives, for which necessary certificate will be issued on demand at the time of retirement of documents/payment, wherever applicable.

12. Goods should be supplied carriage paid and insured.
13. Goods shall not be supplied without an official supply order.
14. Payment: **No advance Payment will be made for Indigenous purchase.** 100% Payment against Deliver and satisfactorily installation for local purchase can be agreed to. Every attempt will be made to make payment within 30 days from the date of receipt of bill/ acceptance of goods, whichever later.
15. TENDERER SHALL SUBMIT ALONG WITH HIS TENDER: i. They have to quote their PAN No., ii) Name and full Address of the tenderer and their swift code. Iii) Proof of having ISO 9002 or other equivalent certification given by appropriate authorities. iv) Proof of registration with sales tax / VAT authorities like registration number, range etc., in clear terms.
16. Please mention the Part No. Model No & Make wherever required and also CST/VAT No and Area Code, failing which your quotation will be rejected. All of your future correspondence including Invoices should bear the CST/VAT No. and Area Code.

Yours faithfully

Deputy Librarian

SPECIFICATION OF RETRANSFER CARD PRINTER ID CARD PRINTER

01.	Print Method	Dye-sublimation Retransfer
02.	Print Mode	Double side
03.	Print Resolution	300 dpi (11.8 dots/mm)
04.	Colors	Up to 16.7 million / 256 shades per pixel
05.	Print speed	At least 100 Cards per hour
06.	Print area	Over-the-edge
07.	Accepted ID Card Size	CR80 standard Smart Card size 85.60 x 53.98 mm
08.	Card Thickness	0.25 to 1.02 mm
09.	Card Type	PVC, PET, PC, PETIX
10.	Ribbon Capacity	Should be min 1000 Cards(Single Side/Roll)
11.	Ribbon Option	YMCK
12.	Retransfer Film	ART Retransfer Film 1000 Cards (Single Side)/Roll Thickness 0.9Micron
13.	Built-in operating panel with LCD	
14.	Removable and washable cleaning roller required	
15.	Field Upgradable encoder option	
16.	IP Security for encrypted data transfer through network.	
17.	Auto Cleaning Driver Notification	
18.	Should be capable of encoding and printing Desfire/Mifare Cards in one pass	
19.	Driver have feature to show the area of card stuck in printer	

NOTE: The rates for the following consumables etc. are to be quoted separately.

- 1 Cleaning kit;
- 2 Ribbon Cartridge;
- 3 Retransfer film etc.

Deputy Librarian