# INDIAN INSTITUTE OF TECHNOLOGY MADRAS
## CENTRAL LIBRARY
## (ISO-9001 CERTIFIED LIBRARY)
## IIT PO, CHENNAI - 600 036 –INDIA
Website: http://www.cenlib.iitm.ac.in

CLIB/2016/ENQ/003/                                       **Date: 30th June, 2016**

**Sub:** Inviting limited quotations for the supply of **Retransfer
ID Card Printer- Retransfer Technology   – Reg.**

## DUE DATE: 15.07.2016

1. Quotations are invited in duplicate for the item detailed ** overleaf/annexed.
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 and 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 15.07.2016.**  The Tender should be sent to **The Librarian, Central Library, Indian Institute of Technology, Madras, Chennai 600 036.**
5. Right is reserved to ignore any tender which fails to comply with the above instructions. Tender should be sent either by SPEED POST/REGISTERED POST ACKNOWLEDGEMENT DUE.
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) is 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 Limited 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 of 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 the limited 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/payments, wherever applicable

12. Goods should be supplied carriage paid and insured.
13. Goods shall not be supplied without an official supply order.
14. Payment : Every attempt will be made to make payment within 30 days from the date of receipt of bill / acceptance of goods, whichever is later.
15. In case of Manufacturer/authorized agents necessary certification to that effect is to be enclosed along with the addresses of authorized service centre in Chennai and other places within India.
16. 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 registration with sales tax / VAT authorities like registration number, range etc., in clear terms.

### SPECIFICATION OF RETRANSFER TECHNOLOGY ID CARD PRINTER:

| 1. | Print Method | Dye –sublimation Retransfer |
|---|---|---|
| 2. | Print Mode | Double side |
| 3. | Print Resolution (min.) | 300 dpi (11.idots/mm) |
| 4. | Colors | Up to 16.7 million /256 shades per pixel |
| 5. | Print Speed (min.) | 100 Cards per hour |
| 6. | Print area | Over the edge |
| 7. | Accepted ID Card Size | CR80 standard smart card size 85.60 X 53.98 mm |
| 8. | Card Thickness | 0.25 mm to 1.02 mm |
| 9. | Card Type | PVC, PET, PC, PETIX |
| 10. | Ribbon Capacity (min.) | 1000 Cards (Single Side/Roll) |
| 11. | Ribbon Option | YMCK |
| 12. | Retransfer Film | ART Retransfer Film 1000 cards (Single Side)/Roll Thickness 0.9 Micron |
| 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 should have features to show the area of card struck in printer | |

**LIBRARIAN**