



JAIPUR METRO

# JAIPUR METRO RAIL CORPORATION LIMITED

## Directorate of Operations & Systems

Office of General Manager (Rolling Stock)

D01, Depot Building, Metro Train Depot, Bhriku Path, Mansarovar, Jaipur-302020

Tel. No. 01412822112 (O) E-mail – [gmrs@jaipurmetrorail.in](mailto:gmrs@jaipurmetrorail.in)



No. JMRC/O&S/ DCOS/RS/F. (134)

Dated: 20.06.2023

To,

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Contact No.:

Email Id:

**Sub: RFQ for "Supply and Installation of Photocopier cum Printer Machine with Buy Back of Old Photocopy Machines".**

Sealed Quotations are invited for supply of materials as per special terms and conditions mentioned in Annexure –A, as per specification mentioned in BOQ (Annexure-B).

Signed, stamped and sealed offers should reach in the **Office of Manager RS/PC, Room no. S09, DCOS building, Metro Train Depot, Mansarovar, Jaipur 302020**, Cont. No.7728895716 by 5.7.2023 at **15:00 Hours positively.**

Offers received after due date and time will not be entertained.

Quotations will be opened on due date mentioned above at 15:30 hrs.

General Manager (Rolling Stock)  
JAIPUR METRO RAIL CORPORATION LIMITED

Encl:-

- I. Special terms and Conditions (Annexure-A)
- II. BOQ(Annexure-B)



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1. Required material should be strictly as per descriptions mentioned in annexure- A & B.
2. **Technical Specification:** Required machine's specifications and standards must be as per table below:

S.No.	SPECIFICATION	
1.	Print Technology	Laser
2.	Type of Machine	Multifunction Machine
3.	Type of Printing	Mono
4.	Cartridge Technology	Separate Drum and Toner (Dual or Mono Component)
5.	Platen/Flatbed Size	A-3, legal, A-4 Size
6.	Control Panel Display	4 Line Lcd
7.	Paper Size (Original/Image)	A3/A3
8.	RAM size (MB)	1 GB or above
9.	Minimum Speed per Minute as per ISO/IEC 24734 in A4 Size-Mono	22 Or Higher
10.	Scanning Feature Availability	Required
11.	Scanning Speed	35 OPM Or Higher
12.	Duplexing Feature Availability	Required
13.	Networking Feature Availability	Required
14.	If Required, Type of Network Interface	USB 2.0 High Speed x1, 10BASE-T/100BASE-TX/1000BASE-T
15.	Original Document Feeder Type	DADF/RADF Or SPDF
16.	Feeder Capacity (Number)	75
17.	Number of Main Paper Tray	1
18.	Each Main Paper Tray Capacity (Number)	250 or Higher
19.	Bypass Facility	Required
20.	If Required, Bypass Tray Capacity	100
21.	Drum life	75000 print and above.
22.	Toner Yield	5000 print Or above
23.	On Site OEM Warranty (Year)	01 Or More
24.	Scan To Pen Drive	Required
25.	Bid Specific OEM Authorization	Mandatory

3. Offer from the firms who do not have a valid GST No. will not be entertained. GST No. Should be clearly indicated in offer and enclose Copy of GST Registration Certificate.

Signature of firm's representative  
(With seal of firm)





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4. All pages of RFQ shall be signed by the bidder or a person duly authorized to sign on behalf of bidder, in token of acceptance of the terms & conditions of the RFQ documents.
5. Order will be given to one firm, based on overall lowest rates of item.
6. The above material shall be delivered at Custody Store Section, Room no. D20, Train maintenance Depot, Bhriugu Path, Mansarovar –Jaipur-302020 to JE/Custody Store, Cont. no. 07728895713.
7. The rates quoted shall be For JMRC office, Mansarovar Metro Depot, Jaipur-302020, inclusive of all expenses i.e. all taxes (excluding GST), and transportation charges etc; no other charges shall be paid by JMRC. GST will be paid at rate applicable at the time of billing.
8. **Delivery Period:** The material is to be supplied within 15 days of issue of purchase order if extension in delivery period is not approved by competent authority.
9. **Warranty:** OEM warranty shall be at least one year from the commissioning of machine.
10. **Testing & suitability Condition:** For testing and suitability, it will be confirmed after test run for 30 days.
11. **Rejection:** Machine not approved during inspection or testing shall be rejected and will have to be replaced by the Contractor at his own cost within the time fixed by the Purchase Officer.
12. **Penalty:** If machine not supplied and installed within contract period as mentioned in Bid, then contractor shall be held responsible for liquidated damages. The liquidated damages is compensation of loss on account of late delivery (actually incurred as well as notional) where loss is pre-estimated and mutually agreed to procuring entity may recover from the contractor, as agreed, the liquidated damages a sum equivalent to 0.5 (one half) percent of the prices of any portion of stores delivered late, for each week or part thereof of delay. The total damages shall not exceed 10(Ten) percent of the value of delayed goods. However decision of procuring entity shall be final in this regard.
13. Tender name, tender no, due date & time should be also be mentioned on the sealed offer.
14. **Payment Terms:** 100% payment after receipt and acceptance of material.
15. **Inspection Authority:** By JMRC representative.
16. **Consignee:** JE/RS/CS, Mansarovar Train maintenance Depot, Jaipur-Rajasthan. Cont. no. 07728895713.
17. The purchaser reserves the right to accept or reject any offer in whole or part without assigning any reason.
18. **Validity of offer:** Tenderer is required to keep their offer open at least ninety days (90 days) from the date of tender opening.
19. The offer shall be unconditional and duly signed; Conditional offer will be summarily rejected.
20. If national holiday is being declared on tender due date tender will be opened on next working day.
21. All rights related to bidding process are reserved with JMRC.





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**Annexure-B****BILL OF QUANTITY (BOQ)**

GSTIN No. - \_\_\_\_\_

S.NO.	Description	Qty.	Unit	Unit Price Without GST (INR)	Total Amount Without GST (INR) (A)
1.	Supply and Installation of Photocopier cum Printer Machine.  Make: _____  Model: _____	01	No.		
Buy Back Price of Old Photocopier Machine (Sharp AR-5620N) (B)					
Buy Back Price of Old Photocopier Machine (Sharp 5516N) (C)					
Total Buy Back Amount (B+C)=(D)					
Total Amount of new machine after deducting the cost of Total Buy Back amount (A-D)=(E)					
GST @ _____% of (E) INR (F)					
Total Amount with GST (INR) (G)					
Amount In words:					

**Note:**

1. Make & Model no. to be filled in BOQ by bidder.
2. Rate per unit will be inclusive of all taxes (except GST), transportation charges, packing charges and any other charges, if any.
3. GST registration no. should be clearly filled in BOQ.
4. GST will be paid at rate applicable at the time of billing.