

Rural Electrification Corporation limited
(A Government of India Enterprise)
Bangalore Project Office

BID FORM (Total four pages)

(The bidders should submit their offer for the acceptance of REC's terms and conditions of Bid)

Specification of the items to be supplied :

Supply of photocopier – 1 No., 2KVA Stabilizer compatible with the photocopier – 1 No. & Trolley – 1 No. The features of the Photocopier are as under :

- | | |
|---|--|
| (1) Speed - 25 Prints Per Minute(Minimum) | (2) Paper size (original / image): A3/A3 |
| (3) RAM (MB) : 256MB (Minimum) | (4) BypassTray :80 sheets (Minimum) |
| (5) Paper Tray 250 + 550 sheets(Minimum) | (6) Zoom : 25 to 400%, |
| (7) Network Ready | (8) Color Network scanning, |
| (9) Category : Duplex with DADF (Duplex Autofeed) | |

REC's Terms and conditions of Bid

1. Rate / Price

- i. The rates quoted by the bidder shall be firm rate without the price variation clause preferably at DGS&D Rate. The bidders should not claim for any price variation/escalation.
- ii. The bid submitted with a price variation/escalation clause will be treated as non-responsive and rejected.
- iii. Bid / rates quoted by the bidder submitted shall remain valid for 60 days from the date of opening of bids for the purpose of acceptance and issue of purchase order; validity beyond 60 days from the date of opening shall be by mutual consent. No price variation / cost escalation is accepted.
- iv. The rates quoted by the bidder should be inclusive of all the taxes applicable, levies, excise duties, transit, insurance and freight etc.
- v. The Income Tax and any other taxes or charges as applicable will be deducted at source by REC from the successful bidder while making the final payment.
- vi. The price quoted by the bidder shall remain firm during the entire period of contract and shall not be subject to variation on any account.
- vii. The bidder should quote the rate giving all detailed features of the photocopier, stabilizer and trolley.

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2. **Time period of supply:** The successful bidder shall execute the supply and installation of Photocopier within 30 days from the date of Order. The supplier should ensure the satisfactory operation of the equipment after supply.
3. **F.O.R. :** Rural Electrification Corporation Ltd., 1/5, Ulsoor Road, Bangalore-42
4. **Liquidated damages**
For delay in supply, the liquidated damage @ 1% of order value per week or part thereof subject to the maximum of 10% of the order value shall be deducted.
5. **Extension of time**
Ordinarily no time extension shall be granted.
6. **Payment terms**
The payment shall be made within 30 days from the date of supply and successful installation of the photocopier at our premises. The payment shall be made by cheque by REC after deducting the applicable tax, if any.
7. **Warranty / Guarantee:** The equipment should have warranty / guarantee clause and furnish the warrantee / manufacturing guarantee certificate.
8. **Warranty / Guarantee Period**
Warranty / Guarantee period should be a minimum of 12 months from the date of installation of the Photocopier, Stabilizer and Trolley and in case of deficiencies found during this period, the same shall be repaired/rectified/replaced free of cost by the Supplier
9. **Last date for submission**
 - The last date for receipt of the bid at Office of the **Zonal Manager (SZ), Rural Electrification Corporation Ltd., 1/5, Ulsoor Road, Bangalore – 560042** is **30.11.2010 by 03.00 PM**. The bid submitted beyond the above date and time shall not be considered for the bidding and shall be rejected.
 - If the last date of submission and opening of the bid is a holiday, the bid shall be opened on the next working date.
10. **Information to be furnished by the bidder along with their bid:**
The bidders are requested to submit their bid form along with the following information (to be furnished in their letter head):
 - i) Name of the Company & address
 - ii) Name of the authorized person
 - iii) Company's/Firm's Nature of business
 - iv) Number of years of experience in supply
 - v) Brief description of the supply carried out during the last 3 years

11. OPENING OF BIDS

Bids shall be opened at 4.00 P.M. on 30.11.2010 in the presence of attending Bidders/ Authorized representatives at Rural Electrification Corporation Ltd., 1/5, Ulsoor Road, Bangalore – 560 042

12. Clarifications:

The bidders are requested to go through the 'Terms and conditions of the bid' before submitting their offer/bid. Any clarification, if required, may be obtained prior to submission of bid from REC Project Office Bangalore. No claim whatsoever on such account shall be entertained by the Corporation in any circumstances.

13. Terms and conditions of Bid:

The bidders should submit their offer/bid duly accepting the REC's terms and conditions of the bid as stipulated in the bid form. The bid submitted without the acceptance of REC's terms and conditions shall be summarily rejected.

14. No canvassing:

Canvassing in connection with the bids is prohibited and the bids submitted by the contractor who resort to canvassing are liable for rejection.

15. Right of owner to accept or reject bid

The REC reserves the right to accept or reject any or all bids in part or in total without assigning any reason.

16. Issue of Purchase Order:

Purchase Order shall be issued to the successful bidder on the basis of the lowest bid and the experience and expertise of the bidder. However REC reserves the right to reject any or all the bids without assigning any reasons thereof.

All the above terms and conditions of the bid as mentioned above are duly accepted.

Signature

Name of the authorized signatory

Name of the Company

Date

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Annexure-I

Name of the Company :

Address :

Sl. No.	Item	Qty.	Rate	Taxes	Total
1	Photocopier	1 No.			
2	2KVA Stabilizer Make :	1 No.			
3	Trolley Make:	1 No.			
	GRAND TOTAL				

Sl. No.	Specification / features of Photocopier	Confirmity / higher
1	Make & Model No.	
2	Speed - 25 Prints Per Minute(Minimum)	
3	Paper size (original / image): A3/A3	
4	RAM (MB) : 256MB (Minimum)	
5	BypassTray :80 sheets (Minimum)	
6	Paper Tray 250 + 550 sheets(Minimum)	
7	Zoom : 25 to 400%,	
8	Network Ready	
9	Color Network scanning	
10	Category : Duplex with DADF (Duplex Autofeed)	

Other features, if any.

Signature & Seal