

**SHRI SAIBABA SANSTHAN TRUST, SHIRDI**

SHIRDI: Post: Shirdi - 423109, Tal. Rahata, Dist. Ahmednagar, Maharashtra (India).
Telephone: +91 - 2423 - 258 671-672-673, Fax: +91 - 2423 - 258660, Telegram: Sainath, Shirdi.
Email : saibaba•hospital@sai•org•in

NO.SSS/WS/SSBH/STORES/(P/S)/ /2019
DATE:

To,

**Sub : - Quotation for Purchase of Xerox Machine for H. R. Office
of Shri Saibaba Hospital.**

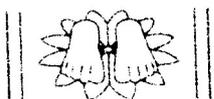
Dear Sir,

We have to purchase of Xerox Machine for H. R. Office . of our Shri Saibaba Hospital, Shirdi as per Technical Specification given in Chart & the following terms and conditions.

Sr. No.	Description	Qty	Rate per in Rs. (Incl. of GST)	Total Amt. in Rs.
1	Xerox Machine – Xerox with Print / Copy / Scan, with Network, standard 110 sheet DADF, 24ppm A4 printing speed, 256MB Memory, concurrent print and scan, paper Weight 60gsm to 216gsm, Maximum paper Capacity of 1850 sheets with Optional Tray, Connectivity with USB 2.0, Optional Tray Lock, Standard Duplex feature and Colour Scan, 100 sheet Bypass Tray.	01		
Total Amt. in Rs.				

Terms and Condition

- 01) The Xerox Machine will have to be supplied F.O.R. Shirdi.
- 02) The rate should be inclusive of GST, transport charges, T.O.T. Etc.
- 03) You will have to mention name of the company, packing, rate per unit, total cost etc.
- 04) Packing, forwarding, and other charges will not be paid by the Sansthan.
- 05) The delivery of the ordered material will have to made at Shri Saibaba Hospital, Shirdi on any working days between 10 a.m. to 6 p.m. exsept Sunday.
- 06) Please note that if taxes are not mentioned then rates quoted will be considered as including all taxes & F.O.R. Shirdi.





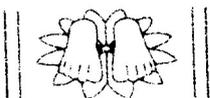
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- 07) You will have to supply the ordered material at the quoted rates in the quotation and no increase will be given or allowed in the rates for any reason whatsoever.
- 08) In case of breakage / leakage in transit, prior to delivery to Sansthan, you will have to replace the same immediately failing which payment will be made by deducting the cost of the same.
- 09) Payment will be made by the Sansthan on confirmation of the name of the company, quality, quantity, grade if any etc. as specified in the quotation. No advance payment will be made against the supply.
- 10) All the Equipments shall be new and manufactured from virgin materials. All the requirements of this supply shall be sourced from the original equipment manufacturer of the model quoted. In case the machine is imported one to import substitution is permitted neither before the wards nor after the award for any part or accessory.
- 11) Any accessory / accessories not mentioned specifically but required to make system working will have to be supplied without any extra cost.
- 12) The supplier has to mention the one time visit charges for breakdown and servicing.
- 13) Equipment mentioned in the Technical specification shall operate on 230V $\pm 10\%$, 50Hz, single phase electric supply if not mentioned specifically.
- 14) The necessary protective relaying / circuitry shall be there with the machines.
- 15) The equipment shall be having warranty of 01 year. The warranty and CMC shall cover the batteries and lamps irrespective of whether those are treated as consumables or otherwise.
- 16) Minimum 4 Nos. of preventive maintenance visits and unlimited breakdown call visits as per requirement must be attended in the warranty and AMC/CMC period. The services to the equipment in warranty and CMC period will be considered as same.
- 17) The equipment should be provided with one hard copy in original of the detailed service manual and operation manual. Further, a soft copy is also required.
- 18) LAMC - charges should be up to may 3% CAMC charges must be up to maximum 7% of purchase cost.
- 19) The equipment must be tropicalized as below-
Working Temperature : Max.450C
Storage Temperature : Max.500C
Relative humidity for working : 40 - 60%
Relative humidity for Storage : Max 90%
- 20) Among the other things, the responsiveness in Technical Bid will be based on successful demonstration of the offered model of the equipments to SSST officials as mentioned elsewhere in the tender specifications.





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- 21) In case supply is not made within specified time, Sansthan will be free to purchase the material from open market. In such case the supplier will have to bear the cost difference and in this case Sansthan will not bound to provide the deduction details and supplier will be blacklisted for minimum 3 years from Shri Saibaba Sansthan Trust without any intimation or prior notice or supplier will suffer from following penalty clause also-

Category of Stores	Penalty Amount
The case of an order not exceeding Rs. 2.00 Lakh in value	At the rate of ½ % per week subject to maximum limit of 10%
In case of an order of Rs.2.00 Lakh and above	At the rate of ½% per week subject to maximum limit of 5%

- 22) The product should be time tested, branded and should be OEM.
23) The life of the equipment should be mentioned.
24) The quotation must be clearly mention on the sealed envelops “ Xerox Machine “ for Shri Saibaba Hospital.
25) The quotation in sealed cover may please be submitted to our Shirdi office on or before Dt.16/11/2019.
26) In case of any dispute the same will be subject to the jurisdiction of the competent court at Rahata / Kopargaon.

Thanking you and with blessings of Shri Saibaba.

Yours sincerely,

Chief Executive Officer,
Shri Saibaba Sansthan Trust, Shirdi

