



सत्यमेव जयते

Government of India
Ministry of Communications & IT
Department of Electronics & Information Technology (DeitY)
Unique Identification Authority of India (UIDAI)

भारत सरकार

संचार एवं सूचना प्रौद्योगिकी मंत्रालय

इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी विभाग (डीईआईटीवाई)

भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई)

Regional Office, Hyderabad

क्षेत्रीय कार्यालय, हैदराबाद



5th Floor, Block III, My Home Hub, Madhapur, Hyderabad 500 081

Ph.No. 040-23119269

Fax No.040-23116662

By Speed Post

UIDAI/Hyd/Equipment/1027/Vol.III

Date: 14.10.2016

To

Sub: Quotation for supply of Photocopier – Reg.

Sir,

The Deputy Director General, UIDAI RO, Hyderabad is pleased to invite competitive sealed quotations for the supply of Multifunction Printer with features of printing, scanning, photocopy & faxing as per the specifications mentioned below.

Particulars	Req. Qty.
Multifunction Printer with features of printing, scanning, photocopy, faxing with the following specification: Automatic trays (A3, A4 & A5), Bypass tray, automatic scanner (full scanner), manual scanner, network port & automatic duplex & fax facility	One (01)

The following terms & conditions may be noted while quoting:-

1. Bid Must contain all the details, terms & Conditions, document proof of Registration / income tax, service tax, VAT etc., experience certificate, authorization certificate from the company.
2. The quotation(s) should be sealed and super scribed on the cover "Quotation for supply of _____" and addressed to the Deputy Director, Unique Identification Authority of India, My Home Hub, Block-III, Fifth Floor, Madhapur Hyderabad 500 082.
3. The sealed quotation(s) should reach this Office on or before **31.10.2016**.
4. The rates quoted should be F.O.R., UIDAI, Hyderabad. Duty exemption certificate will be provided as per DSIR Registration against the receipt from the supplier. No, form 'C' or 'D' will be issued.
5. EMD for Rs.5,000/- (Rupees five thousand only) should be enclosed through Demand Draft drawn in favor of "The DDO, UIDAI RO, Hyderabad." Payable at Hyderabad. The quotation(s) will not be considered without EMD.

6. The terms & conditions and time required for supply of the equipment should be mentioned clearly. Technical Comparison Sheet according to the specifications must / should be enclosed along with Quotation.
7. Taxes, Octroi etc., if any should be mentioned separately. The payment will be made through online after delivery & installation by the successful bidder.
8. The details regarding the infrastructure facilities to provide service support and the list of clients should be furnished. All the relevant brochures in printed form with full details of the equipment should be enclosed. If needed the suppliers should be able to demonstrate the operation of the equipment.
9. In the event of material supplied not in conformity with the same standard and specification furnished in the quotation, the items(s) / material supplied is liable to be rejected and returned to the supplier at their cost.
10. The successful Bidder is required to submit the Performance security (@ 5% of the contract value) within 21 days from the date of receipt of supply order in the form of an Account Payee Demand Draft [drawn on **The DDO, UIDAI RO, Hyderabad** and Payable at Hyderabad from any Nationalized/Commercial Bank]. The Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.
11. The Deputy Director General, UIDAI RO, Hyderabad does not bind himself to accept the lowest quotation or any other quotation and reserves the right to cancel any quotation or all the quotations without any notice. The decision of the DDG, UIDAI, is final and legally binding on the supplier.
12. Non-Compliance of purchase order, if awarded to a firm within the stipulated time to deliver the goods attracts a Penalty of 2% to 5% per week.
13. The vendor(s) can visit any one of the following website and can send their quotation(s).

Note: The enquiry can be downloaded from the following website(s): <https://uidai.gov.in>

Yours faithfully,



M.V.R.ANAND
Deputy Director

Distribution:

1. As per list enclosed
2. DDO, UIDAI RO
3. Website publication.