

1/770/2017

ADMINISTRATIVE TRAINING INSTITUTE
GOVERNMENT OF WEST BENGAL
FC-BLOCK, SECTOR-III, SALT LAKE CITY,
KOLKATA - 700 106

Dated: 18/09/17

NOTICE INVITING QUOTATION

Sealed quotations are invited from the recognised suppliers/firms for supply and installation of **Inkjet Printer, Laser Printer and External Hard Disk** at the Administrative Training Institute, West Bengal.

SL. NO	NAME OF ITEM AND SPECIFICATION	QUANTITY
1.	<u>Inkjet Printer:</u> Print Technology: Thermal InkJet, Maximum Print Resolution (Colour)- 4800 x 1200 dpi, Max Print Resolution (Black)- 1200 x 600 dpi, Duty cycle (monthly, A4)- 25000 pages, Print Speed Colour- 16ppm, Print Speed Mono- 20 ppm, Duplex Print- Automatic, Media types supported- Paper, Envelope, Photo, Card, Plain paper, Thick plain paper, Output tray capacity 150 sheets, Input tray capacity 250 pages, Borderless printing Yes, Media size supported -A4, A5, A6, B5, DL, C5, C6, Standard Connectivity- Hi-Speed USB 2.0, Built-in wired Ethernet 10/100Base-TX (RJ45) networking, Built-in wireless 802.11n networking, Memory- 128 MB , Processor speed - 360 MHz Compatible Operating System- Windows Vista , Windows 7 or higher, Display- Iconic graphic display, Printer Language- PCL 3 GUI, Power Consumption(Stand By)- 3.9 W, Power requirements 100 to 240 V, 50/60 Hz, Power consumption (manual-off)- 0.27 W, Energy Star Qualified , Warranty- 1 Year onsite.	1
2.	<u>Laser Printer:</u> Printing Method- Laser, Print resolution-Black (best): Up to 600 x 600 x 2 dpi (1200 dpi effective output); Black (normal): Up to 600 x 600 dpi, Duty Cycle (Monthly, Letter): 8000 Pages, Print speed-Normal, A4: Up to 25 ppm; Normal, letter: Up to 26 ppm; Media types supported- Paper, Media size supported -A4; A5; A6; B5; B6 , Letter, legal, executive, postcards, envelopes, Recommended Monthly Page Volume: 250 to 2000 Pages, Standard Connectivity: 1 Hi-Speed USB 2.0; built-in Ethernet, 10/100, Memory- 128 MB, Processor Speed- 750 MHz, Compatible Operating System- Windows Vista , Windows 7 or higher, Display- 196 x 34 Pixel Graphic LCD, Printer Language- PCL 5c, PCL 6, PS, PCLm, PDF, Energy Star Qualified , Warranty- 1 Year onsite.	1
3.	<u>External Hard Disk:</u> Interface: Super Speed USB 3.0 port (required for USB 3.0 transfer speeds or backwards compatible with USB 2.0 ports at USB 2.0 transfer speeds), Capacity: 1 TB, Operating System- Windows 7 or higher	2

Eligibility Criteria:

1. The bidder must be a registered organization with a valid trade license.
2. Contact office should be Kolkata based.
3. Valid PAN & GST Registration No.

The bidders are required to furnish copy of valid Trade Licence , PAN & GST Registration Certificate , along with the quotation.

The intending suppliers /firms are requested to drop their quotations, along with documents, as mentioned above, in the box kept in the office of Administrative Training Institute, FC Block, Sector-III, Salt Lake, Kolkata-700106 in a sealed cover on 12/10/2017 by 14:00 hrs., superscripting the word " **Quotation for supply and installation of Inkjet Printer, Laser Printer and External Hard Disk at ATI, West Bengal**", at the top of the sealed cover. The name of the **SUPPLIER / FIRM** should also be written on the left side of the sealed cover. The quotations will be opened on the same day at **15:00 hrs.** at the Office Chamber of the undersigned. The representative of suppliers /firms may be present at that time.

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The rate should be quoted inclusive of all taxes, freight, excise, installation etc. **Quoted rates should be valid up to 6 months from the date of approval of lowest rates.**


It may be noted that the supply and installation of the items should be completed within 10 days of receipt of the Supply Order. The Institute reserves the right to cancel any or all quotations without assigning any reason thereof or split the Supply Order among the item wise lowest quotationers, if such situation arises, after opening of quotations.

5/17
Joint Director (Administration),
ATI, West Bengal

Dated: 18/09/17

Copy forwarded with request to display the notice in the official notice board of your office for wide publicity;

1. District Magistrate, North 24 Parganas
2. SDO, Bidhannagar
3. Chairman, Bidhannagar Municipality
4. Office Notice Board of ATI.


Joint Director (Administration),
ATI, West Bengal