

eNotice Inviting Tender (NIT)

NIT No.: ICAT/LT/IT/PRINTERS/2022-23/33
Manesar, 3rd June 2022

The Director, International Centre for Automotive Technology (ICAT), a division of NATRIP Implementation Society (NATIS), Govt. of India, hereby invites sealed bid for “Lease of Multifunction Printers under Manage Print Services for ICAT Centre - 1 & 2” at ICAT Manesar as per following details:

Tender Activity Schedule

Product Requirement	Lease of Multifunction Printers user Manage Print Services for ICAT Centre - 1 & 2 (As per scope of services given “Annexure - A”)
Quantity Required	Mono Printers – 15 Nos. Colour Printer – 1 Nos.
Eligibility Criteria	As Per Eligibility Criterial Given In Annexure “B”
Payment Terms	100% Payment against receipt of defect free material at ICAT Site.
Delivery Terms	FOR Up to ICAT Centre 1 & 2
Warranty Terms	As Per Bid Document
Billing Address	International Centre For Automotive Technology (Centre - 1), Plot No. 26, Sector - 3, Near HSI IDC, IMT Manesar, Gurgaon 122050 GST No. 06AAATN7662F1ZI
Printer Installation Site	ICAT Centre - 1 & 2
Last Date of submission of Sealed Techno-Commercial Bid	Up to 1700 Hrs. on 23rd June 2022, at ICAT Centre - 1, Manesar, Gurgaon, India.
	<ul style="list-style-type: none">Bidders to comply with Rule 144 (xi) of GFR 2017 (refer Office Memorandum of Department of Expenditure dated 23rd July 2020 https://doe.gov.in/sites/default/files/OM%20dated%2023.07.2020.pdfPreference to Make in India: As per the revised order issued by Department of Industrial Policy and Promotion (DIPP) vide No. P-45021/2/2017-PP (BE-II) dated 04.06.2020. The purchaser reserves the right to give preference to the local supplier. https://dpiit.gov.in/sites/default/files/PPP%20MII%20Order%20dated%204th%20June%202020.pdf

Sealed Envelope should be marked with “**Lease of Multifunction Printers user Manage Print Services for ICAT Centre 1 & 2, Manesar (Haryana)**”

Interested suppliers/service providers who meet our requirements should submit no regret techno commercial proposal along with product catalogue in a **sealed envelope latest by 23rd June 2022 by 17:00 Hrs.** at below given address

**To,
The Purchase Department,
International Centre For Automotive Technology
Plot N. 26, Sector-3, HSIIDC, IMT Manesar
Gurgaon 122050 (Haryana)
Contact No. +91 9971150821**

Note: ICAT reserves the right to reject/modify/cancel the tender without assigning any reason thereof.

Annexure "A"

Lease of Multi-function printer under manage print services for ICAT Centre – 1 & 2, Manesar (Haryana)

The bidder is expected to provide OEM Support for the Printers. In this respect following is expected from the bidder.

- As per defined SOW.
- Bidder along with associated OEM should commit to provide all necessary resources and expertise to resolve any carry our required changes, optimizations and modification so that complete system as a whole is operational to the satisfaction of ICAT.

Technical Specification & Scope of Services/Work:

- The selected bidder needs to check with OEM regarding the state of support renewals and enter into back to back OEM support. Reinstatement charges, if any, have to be borne by the bidder.
ICAT Managed print services solution 15 Mono & 1 Colour Multi-function printer.
- **All new printer should be supply by OEM / Bidder as per mentioned requirement/specification**
- All A3 printers required with minimum 25 PPM Network Printing, Color Scanning, Scan to Mail, Scan to Folder, Scan to PDF, 1 A4 paper tray, 1 A3 paper tray, 1 bypass tray, printer trolley, password restriction option in color printer for copy & printing. Automatic mail floating by printer in case of toner requirement & breakdown.
- The bidder has to supply all consumable (except paper & power) & parts of printer supplied in same agreement.
- A3 size print will be charge at the rate of two impression of A4.
- Installation of product in different computer, support services, supplies services, service portal, remote monitoring.
- Bidder should ensure that Renewal of OEM support should be done within 05 working days from issue of Purchase Order (Contract Award Document).
- Selected bidder along with OEM has to assess and certify ICAT IT Infrastructure to ensure compliance at the start of contract. Necessary support required to configure/reconfigure the IT Infrastructure as per the entitlement should be provided to comply with agreement. Whenever required, selected Bidder's/OEM's engineer has to report onsite to ensure functionality of printer and appropriate configuration of component software.
- Selected bidder and OEM have to work closely with ICAT IT team and provide necessary support for fault diagnosis and/or rectification.
- Selected bidder along with OEM has to follow response time of 4 Hrs. and Resolution Time of 24 Hrs. for fault rectification.
- In case problem is not resolved or part not available within 48 Hrs. OEM/supplier has to provide standby printer within 96 hrs.

Monthly Consumption (Per Printer)

- Monthly Cumulative Consumption of Mono printer A4 is 6200 Prints (Quantity Variation is +/- 10%).
- Monthly Cumulative Consumption of Color printer A4 is 1600 Prints (Quantity Variation is +/- 10%).

General Terms & Conditions**Payment Terms:**

At the end of month, the successful bidder/contractor shall submit the bill for each machine separately giving the proof of photocopies/prints taken from respective MFD's. The payment shall be released within 30 working days from the receipt of bill after deducting penalty, if any. The payment shall be released through NEFT/RTGS/Cheque.

Delivery and Installation Period

Maximum Four (4) Weeks from the date of Order. The installation report should be signed by the bidder engineer jointly with authorized ICAT personnel/representative. The MFD (Scanner/Photocopier/Printer) are to be delivered and installed at offices of "ICAT". The successful bidder will have to adhere to the delivery schedule strictly.

Service/Maintenance of MFDs during the contract period:

Service/Maintenance in respect of MFDs shall cover all spare parts, consumables including Toner, Developer, Drum etc., labor and software. All MFDs are to be repaired as and when required basis.

The Maintenance Jos will include the following:

- Serviceability of MFDs at 100% satisfaction level.
- Maintenance of MFDs include periodic servicing/cleaning, repair of all minor and major components and whenever necessary replacement of parts without any additional cost.

Training:

- The Bidder shall provide training for installation, maintenance to operative staff of ICAT free of cost, as and when required at the premises of ICAT.
- ICAT shall specify in his supply order the number of trainees, quantum of proposed training, pre-training qualifications required.
- The bidder shall provide all training, material and documents at his own cost.

Contract Period: 12 Months from the date of award of contract. However, the validity of contact period can be extended up to **5 Years** on mutual agreed terms and conditions.

Price Validity: Rates are valid for 60 Months from the date of award of contract.

Negotiations: ICAT reserves the right to negotiate, if needed, with the L1 bidder to reach agreement on all points and signing of contract.

Termination by Default:

- ICAT reserves the right to terminate the contract as its discretion at any time without assigning any reason, thereof.
- ICAT may, without prejudice to any other remedy for breach of contract, by written notice of default sent to bidder, terminate the Contract in whole or part:
 1. If the bidder fails to provide services within the period specified in the contract or any extension thereof granted by the ICAT.
 2. If the bidder fails to perform any other obligations under the contract.

Force Majeure: If, at any time, during the continuance of the agreement, the performance in whole or in any part by either part of obligation under the agreement shall be prevented or delayed by reasons of any war, hostile acts of the enemy, civil commotion, subrogate, fire, floods, earthquakes, explosions, epidemics, strikes and quarantine restrictions by acts of God, (herein after referred to as eventualities) then provided notice of the happening of any such eventualities is given by either party to the other within two days from the date of occurrence thereon, neither party shall, by reason of such eventualities be entitled to terminate this contract agreement nor shall either party have any claim of damages against the order in respect of such non-performance or delay in performance. Performance of the contract agreement shall, however, be resumed as soon as practicable after such eventuality has come to an end.

Liquidity Damages: If the seller fails to delivery any or all the Goods/Services within the original/re-fixed delivery period(s) specified in the contract, ICAT will be entitled to deduct/recover the liquidity damages for the delay, unless covered under Force Majeure conditions aforesaid, @0.5% per week or part of the week of delayed period as pre-estimated damages not exceeding 10% of the contract value without any controversy/dispute of any sort whatsoever.

Preference to Make In India (MII):

Bidder with at least Class 2 supplier will be given preference in view of Public Procurement Order (Preference to Make in India) 2017 and its amendment. In order to achieve, bidder shall provide additional proof for localization. If no bidder is found with localization content as mentioned above during technical evaluation, then other bidders may be considered accordingly.

Assignment:

The supplier shall not assign, in whole or in part, its obligations to perform under the Contract, except with purchaser's prior written consent.

Subcontracts:

The supplier shall not subcontract this contract in whole or in part.

Applicable Law:

The law shall be interpreted in accordance with appropriate Indian Laws.

Arbitration/Dispute Resolution:

In case any disputes arise out of the contract the party shall try to negotiate the same within 30 days of such dispute. In case the matters remain unresolved the same shall be referred to the arbitration in accordance with Arbitration and Conciliation Act, 1996 after giving the notice of such reference to the other party. The Arbitral Tribunal shall consist of three arbitrators. Each party shall appoint one arbitrator and both the arbitrators shall appoint the presiding arbitrator with mutual consent. The venue of the arbitration shall be Delhi/NCR and the language preferred will be English. The award of the Arbitral Tribunal shall be final and binding on the parties.

Jurisdiction:

The jurisdiction for the purpose of settlement of any dispute of differences whatsoever in respect of or relating to or arising out of or in any way touching this contract or the terms and conditions thereof of the construction and/or interpretation thereof shall that of the appropriate court in Delhi/NCR. The jurisdiction of any other court in place other that Delhi/NCR is specifically excluded.

Confidentiality of the Document:

This tender document is confidential and ICAT shall ensure that anything contained in this Tender Document shall not be disclosed in any manner, whatsoever.

Confidentiality:

The vendor shall keep confidential any information obtained under the contract and shall not divulge the same to any third party. In case of non-compliance of the confidentiality agreement, the contract is liable to be repudiated by ICAT. ICAT shall further have the right to regulate vendor staff.

The vendor shall not divulge to any person handling other divisions, subsidiaries or groups of vendor and its services support agency any information obtained by it in the course of its execution of its work and all the information gathered by the vendor shall be treated as professional communication and confidential. Any violation of this clause shall be liable to termination of the contract and no lease rent for the remaining period will be paid.

Annexure B

Technical Eligibility Criteria

Only those interested bidders who satisfy the following eligibility criterial should respond to this Tender. Bidders shall submit proper documentary proof mandatorily, for each of the clause.

SI No.	Clause	Documentary Proof
1.	The Bidder shall be an Original Equipment Manufacturer (OEM) of the items or an Agency Authorized by OEM.	Authorization Letter form OEM Mentioning the Tender ID/NIT No.
2.	The Bidder must be a company registered in India under companies Act 1956 or Partnership Act 1932 and should have been in operation for a period of at least 3 Years as on tender published date (Trusts and Societies are not eligible to bid for this project)	Certification of Incorporation/Company Registration Certificate. Valid GST Registration Certificate & PAN Card
3.	Compliance Sheet	Bidder must upload Technical Specification Compliance Sheet as Per Tender Document
4.	The OEM/Authorized by OEM (Bidder) should not be declared blacklisted/ineligible/debarred by any Government or Private Organization or as been found to have been engaged in activities or practice which are corrupt, fraudulent, non-satisfactory work performed or any other unethical business practices, as on date of bid submission.	Self-Declaration from the Bidder as per Annexure – C form Authorized Signatory of the Firm.
5.	Escalation Matrix for Service Support	Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.
6.	Availability of Service Centers: Bidder/OEM must have a functional Service Centre in Delhi/NCR for carry-in warranty.	Bidders must provide the location of services centers.
7.	The Bidders (OME or Authorized by OEMs) should have turnover as detailed in last 3 financial years.	Supporting Documents Such As: Certified letter to be submitted from Chartered Accountant who is auditing the company clearly mentioning whether the Bidder Company is running with Profit/Loss – year wise for the last 3 years

Note:

- ICAT, Manesar reserves the right to verify, if it so desires, the correctness of documentary evidence furnished by the bidder.
- ICAT, Manesar reserves the right to seek clarifications if any, regarding the documents submitted or any information furnished by the bidder.
- In the absence of the any supporting documents stated above, the bid will be rejected.

Commercial Bid Evaluation:

All commercial bid details of technically qualified bidders only shall be considered for financial evaluation. The vendor who quotes the lowest value for Grand Total in Annexure – D (Financial Bid) shall be declared as L1.

Annexure - C

Declaration

(On company Letter Head)

We declare and confirm that we have not been blacklist or deregistered by any central/state government department or public sector undertaking and none of our works had ever been terminated by client afterward of contract, during last three years. We acknowledge the right of the Employer, if he finds to contrary, to declare our Tender to be non-compliant and shall be liable for cancellation without any notice at the sole discretion of ICAT.

Signature & Seal of the Bidder

Annexure D

Financial Bid For Lease of Multifunction Printers user Manage Print Services for ICAT Centre 1 & 2, Manesar (Haryana)

SI No.	Product Description	HSN Code	Quantity	Unit	Unit Rate (INR)	Amount (INR)
1	Monthly Rent Charges for Single Mono Printer		12	Months		
2	Monthly Rent Charges for Color Printer		12	Months		
3	A4 Per Print Charges (Mono)		1	Print		
4	A4 Color Print Charges		1	Print		
5	Freight Charges (Inclusive of Packing, Forwarding, Loading and Unloading of Printers Up to ICAT Site)		1	L/S	FOC Up to ICAT Site	FOC Up to ICAT Site
Total Value In INR						
GST/IGST%						
Total Value Inclusive of GST/IGST (INR)						

Note: Price of 1 No. Copy of A3 Size = Price of 2 Nos. of A4 Size Has Been Considered.