

Brihanmumbai Mahanagarपालिका
TNMC and B.Y.L. Nair Ch. Hospital, Mumbai
Ethics Committee for Academic Research Projects (ECARP)

Outward Number/ Tender Number: ECARP/71/2024

Date: 30th July 2024

M/s.....

Subject: Procurement of Equipment's and accessories approved through DDF funds.


Sir,

Sealed quotations are invited for the attached listed items.

1. Name/Names of the item
2. Rate: basic rate + GST =total
3. Vendor Name:
4. Name of the Proprietor:
5. Contact number of Authorised person:
6. Company Stamp and valid signature.
7. Technical Bid & commercial bid in separate packets

Envelope to be addressed to	Secretary, Ethics Committee for Academic Research Projects (ECARP)
Start Date to submit the Sealed Quotation	01 st August 2024
Last date to submit the quotation	10 th August 2024
Place of Submission of sealed envelopes	DDF office, First Floor, G-Building
Time for submission	10.30 am to 1.30 pm

Terms and conditions and other relevant details are mentioned in Bid document attached.

 30/07/24
Hon. Secretary,
ECARP,
T.N. Medical College & B.Y.L. Nair Ch. Hospital, Mumbai

Ethics Committee for Academic Research Projects (ECARP)
T.N. Medical College & B.Y.L. Nair Ch. Hospital
Dr. A.L. Nair Road, Mumbai Central
Mumbai 400 908

List of Equipment and accessories to be procured:

1. Multifunctional laser printer with accessories and spare parts - 1 No.
2. Storage space [Cloud based] - 100 GB (for 5 years)
3. Heavy Duty Shredder Machine- 1 No.
4. Scanner - 1 No.

PURCHASE OF EQUIPMENT REQUIRED FOR ECARP

General Instructions:

Documents to be submitted in Technical Bid:

1. Attested copy of PAN Card and Aadhar Card.
2. General requirement of the company to be provided on Company letter head.
3. Details of the equipment along with accessories without disclosing the rates with sign and stamp on company letterhead.
4. Brochure of the equipment.

Documents to be submitted in Commercial Bid:

Rates for the quoted model along with standard accessories and 05 years warranty to be provided and GST rates to be mentioned separately in the quotation.

I. PURCHASE OF PRINTER FOR ECARP- Quantity 1

A. General Requirements to be provided on Company letter Head

1. Name of the Company:
2. Address & Contact No.
3. GST No.
4. Company PAN No.
5. Name of Equipment:
6. Name of the Manufacturing company:
7. Company Bank Details:
 - a. Bank Name:
 - b. Account No:
 - c. IFSC Code:
 - d. Branch Address:

Name of the Company:

Authorized Person Name & Contact details:

Full Signature of the tenderer:

with Official Seal

B. Equipment details

Name of the equipment:

Make:

Model:

Quantity:

Terms and Conditions:

1. Warranty: **05 years**
2. Delivery: **Within 3-4 weeks of receipt of Purchase Order**
3. Installation & Transportation: **Free of cost**

Full Signature of the tenderer:

with Official Seal

TECHNICAL SPECIFICATIONS FOR PRINTER

Printer with copy and scan:

- Laser Black & white Printer
- A4 Print, copy, scan, fax
- Prints up to 17 ppm
- USB, ethernet, wireless, fax port
- Bluetooth connectivity
- Touchscreen
- Duplex Printing

Spares & Accessories:

Printer Reload Kit (quantity 01)

Toner (quantity 05)

Printer Drum (quantity 02)

Printer Care Pack (quantity 01)

General specifications:

1. Five years comprehensive warranty should be provided for the Printer.
2. Training to the User department
3. The operating manual should be supplied with the Printer.

II. PURCHASE OF STORAGE SPACE FOR ECARP – Quantity (100 GB for 05 years)

A. General Requirements to be provided on Company letter Head

1. Name of the Company:
2. Address & Contact No.
3. GST No.
4. Company PAN No.
5. Name of Equipment:
6. Name of the Manufacturing company:
7. Company Bank Details:
 - a. Bank Name:
 - b. Account No:
 - c. IFSC Code:
 - d. Branch Address:

Name of the Company:

Authorized Person Name & Contact details:

Full Signature of the tenderer:

with Official Seal

TECHNICAL SPECIFICATIONS FOR STORAGE SPACE (BACKUP)

Cloud Backup 100 GB Plan for 05 Years

1. The backup and recovery enhanced with essential endpoint Protection Capabilities and Security Management toolkit for Centralized administration and monitoring Support
2. Continuous protection of data
3. Validation of backed up data and visibility into the protection.
4. 05 years plan

**III. PURCHASE OF HEAVY-DUTY SHREDDER MACHINE FOR ECARP - QUANTITY
1**

A. General Requirements to be provided on Company letter Head

1. Name of the Company:
2. Address & Contact No.
3. GST No.
4. Company PAN No.
5. Name of Equipment:
6. Name of the Manufacturing company:
7. Company Bank Details:
 - a. Bank Name:
 - b. Account No:
 - c. IFSC Code:
 - d. Branch Address:

Name of the Company:

Authorized Person Name & Contact details:

Full Signature of the tenderer:

with Official Seal

B. Equipment details

Name of the equipment:

Make:

Model:

Quantity:

Terms and Conditions:

- 1. Warranty: 05 years**
- 2. Delivery: Within 3-4 weeks of receipt of Purchase Order**
- 3. Installation & Transportation: Free of cost**

Note: Quotation should include the basic rates for the quoted model along with standard accessories and 05 years comprehensive warranty. GST rates to be mentioned separately.

Full Signature of the tenderer:

with Official Seal

TECHNICAL SPECIFICATIONS FOR HEAVY DUTY SHREDDER MACHINE

1. Cut Type - Cross Cut 5x50 mm small pieces
2. Sheet Capacity - 50 PAPERS
3. Shred Capacity Per/Hr.- 100 Kg/ Hr
4. Motor Power - 3.7 Kw / 5 HP
5. Voltage - 415V / 50Hz Power - 3 phase
6. Operation - Manual with Reverse Function
7. Castor Wheel - Yes
8. Thermal Overload Protection - Yes
9. Duty Cycle - Continuous
10. Paper Entry Width - 510 mm / 20 inches
11. Bin Capacity (Liters) - 150 L - External Plastic Bag
12. Noise Level (db) <65
13. Speed (Meters / minute)- 15 - FAST shredding
14. Machines Dimensions (cm)- L x W x H - 73 x 88 x 110
15. Weight - 415 Kgs
16. Shredding Technology - Twin Shaft Sure cut Tech
17. Can shred: Stapled bunch of thick and thin Papers with clips etc., Cardboard box, medicine samples, Identity Cards, Credit Cards, CDs, Pen drives, Floppies, Laminated Med Guides/ Gummed Labels etc.
18. Portable model (can be moved from one place to another)
19. Warranty - 05 YEARS for both MACHINE & CUTTERS
20. The operating manual should be supplied with the instrument.
21. Training to User department

IV. PURCHASE OF SCANNER FOR ECARP- Quantity 1

C. General Requirements to be provided on Company letter Head

1. Name of the Company:
2. Address & Contact No.
3. GST No.
4. Company PAN No.
5. Name of Equipment:
6. Name of the Manufacturing company:
7. Company Bank Details:
 - a. Bank Name:
 - b. Account No:
 - c. IFSC Code:
 - d. Branch Address:

Name of the Company:

Authorized Person Name & Contact details:

Full Signature of the tenderer:

with Official Seal

D. Equipment details

Name of the equipment:

Make:

Model:

Quantity:

Terms and Conditions:

1. Warranty: **05 years**
2. Delivery: **Within 3-4 weeks of receipt of Purchase Order**
3. Installation & Transportation: **Free of cost**

Full Signature of the tenderer:

with Official Seal

TECHNICAL SPECIFICATIONS FOR SCANNER

Scanner:

- Fast 2-Sided scanning
- Auto Document Feeder
- Sheetfed Up to 600 dpi Up to 35 ppm/70 ipm USB 3.0
- Daily duty cycle: upto 3500 pages

General specifications:

1. Five years comprehensive warranty should be provided
2. Training to the User department
3. The operating manual should be supplied with the Printer & Scanner.