



**REGIONAL INSTITUTE OF MEDICAL SCIENCES: IMPHAL-795004**  
**(An Autonomous Institute under Ministry of Health & Family Welfare, Govt. of India.)**

Short Tender/Rate enquiry:

No. TOS/PHOTOCOPIER/RIMS-12

Imphal the 16<sup>th</sup> July 2018

Subject:- Submission of Rate Quotation along with dealership/authorized Stockiest /Manufacturer, certificate, terms and conditions for supply and installation of 1 no. of Photocopier machine.

Dear Sirs,

I am directed to request you to kindly submit the rate quotation along with a copy of dealership/authorized stockiest/manufacturer certificate, terms & conditions for the supply and installation of 1 (one) no. of Photocopier machine for use of RIMS, Imphal on or before 28<sup>th</sup> July 2018 up to 4.00 p.m.

( specifications at annexure-A)

**The following details, terms and Conditions may please be furnished.**

- (1) The price in words and figures should be indicated clearly.
- (2) The warranty period of the machine is 1 (one) year.
- (3) The cover of the rate quotation should be subscribe "Rate quotation for supply of Photocopier machine" for use of RIMS Imphal.
- (4) GST charges for the items should mentioned clearly.
- (5) The rate tendered should be valid for one year from the due date of submitting the tenders.
- (6) Firm's GST No., Registration No., PAN No., etc.
- (7) The supplies should be made within 15 days from the date of placing supply order.
- (8) Failure to supply the items within the stipulated period and also within the validity period, the successful bidder/supplier is liable to be blacklisted.
- (9) Earnest money Rs.5,000/- (Rupees five thousand) only along-with rate quotation should be submitted in the form of Bank Draft from any Nationalized Bank/schedule bank in favour of Director RIMS, payable at Imphal. Interest on such Earnest Money will not be borne by us. The earnest money of unsuccessful firm will be refunded on demand. For the successful bidder, it will be retained as security deposit which shall be refundable after satisfactory completion of supplies. In the event of failure to supply the items with in the validity period and within the stipulated period from the date of placing supply order, the security Deposit shall be forfeited without any prior notice.

Yours faithfully


(E. Debendro Meitei)  
Chief Accounts Officer-cum-Financial Advisor,  
Regional Institute of Medical Sciences,  
Imphal.

Copy to :-

- (i) System Administrator RIMS Imphal request for uploading the above notice to RIMS website.

### Technical Specification of Photocopier Machine:

1. Printing Methods : High speed digital master making/fully automatic printing.
2. Resolution Printing : 300dpi X 600dpi (600dpi X 600dpi: Perforation density on master).
3. Resolution Scanning : 600dpi X 600dpi.
4. Maximum scanning area : 297 mm X 432 mm / A3.
5. Print paper weight : 46 gsm to 157 gsm.
6. Maximum printing area : Legal
7. Print paper size : 100mm X 148mm to 310mm X 432mm
8. Print Speed : 5 Levels: 60,80,100,120 and 130ppm
9. User Interface : LCD Panel
10. Functions : Original Scanning mode, ink saving, Quick master making, Speed, Density, print position, count report output, proof, USB flash via Printing, Direct Printing, Auto power off setting, Eco Mode.
11. Ink Supply : Full Automatic (1000ml/catridge)

 6/6/2018

Robinson  
6/6/18