



The Sanskrit College  
and University

# The Sanskrit College and University

1, Bankim Chatterjee Street, Kolkata - 700 073 | ☎ : 033 2241- 3611 / 1906

[Established by the Act No. XXXIII of 2015; Vide WB Govt. Notification No. 187-L, Dated - 19.02.2016]

<https://www.sanskritcollegeanduniversity.org.in>

## QUOTATION NOTICE FOR ONE PRINTER, ONE INK TANK PRINTER

Sealed quotations are invited from reputed bonafide company/firms /suppliers for supply of one printer cum Xerox, one ink tank printer for official use at 1, Bankim Chatterjee Street, Kolkata – 700 073. The sealed quotations for “Expression of Interest” may be submitted in a sealed envelope and be submitted in the Quotation/Tender box in the office of Registrar, The Sanskrit College and University latest by 28<sup>th</sup> Feb. 2022 at 3.00 p.m.

### (A) Terms & Conditions:

1. The envelop shall be prominently marked on top with  
“QUOTATION FOR ONE PRINTER CUM XEROX, ONE INK TANK ALL IN ONE PRINTER”
2. The quotation should reach this office by 28<sup>th</sup> Feb. 2022 at 3.00 p.m. and the same will be opened on 28<sup>th</sup> Feb. 2022 at 3.30 p.m.
3. The Head Office of the reputed company/firm/supplier and its service center require to be situated in Kolkata.
4. Incomplete or conditional quotations will not be entertained
5. No quotation will be accepted after closing date and time.
6. The tenderer may remain present himself/herself or his/her authorized representation at the time of opening of the quotations. Only authorized representative will be allowed to attend at the timing of opening of tender.
7. The bidders should quote their price in figures as well as in words.
8. The warranty period should be mentioned clearly.
9. The Tender Committee reserves the right to relax any terms and conditions for the interest of the Institute with the approval of competent authority.
10. All disputes shall be subject to the exclusive jurisdiction of the courts in Kolkata
11. The following papers should be enclosed with the application duly attested by the authorized person.
  - a) PAN No.
  - b) GST Registration certificate & Return certificate
  - c) PTC (Professional Tax Certificate)
  - d) I.T. Return (Current year)
  - e) Trade License
  - f) Credential certificate of supply of alike type of goods to any Govt./PSU/Educational Institutions of value of Rs. 5 Lakhs in a single order (within last three Financial years)
12. The bidders who will sign quotations on behalf of the Company/Firm/Supplier must provide (Valid authorization issued by the Company/Firm/Suppliers in original) failing which the quotations will not be considered for acceptance.

**The Sanskrit College and University**  
**1, Bankim Chatterjee Street, Kolkata – 700 073**

13. The bidders who will sign quotations on behalf of Company / firm/Supplier must provide (valid authorization issued by the company /firm/Supplier in original) failing which the quotations will not be consider for acceptance.
14. The warranty period should be mentioned clearly.
15. The tender committee reserves right to relax ant terms and conditions for the interest of the Institute with approved of competent authority.
16. All disputes shall be subject to exclusive jurisdiction of the Courts in Kolkata.

**(B) Schedule of payment**

1. Payment will be made on submission of the bill with G.S.T. No. of the Institution after completion of his work i.e. Installation and successful operation of the items as supplied.
2. Processing period of the bill as submitted may take a minimum period of 7 (Seven) days from the date of submission of the bill.
3. Successful bidder has to submit payment mandate from duly signed – copy of which is available in the Finance Deptt. along with one cancel cheque.

**(c) Specifications**

**1. Printer Cum Xerox specifications**

Print speed black:

Normal: Up to 24 ppm

First page out (ready)

Black: As fast as 7.7 sec

Duty cycle (monthly, A4)

Up to 50,000 pages per month

*(Duty cycle is defined as the maximum number of pages per month of imaged output. This value provides a comparison of product robustness in relation to other HP LaserJet or HP Color LaserJet devices, and enables appropriate deployment of printers and MFPs to satisfy the demands of connected individuals or groups.)*

Recommended monthly page volume

2000 to 5000 <sup>2</sup>

*(HP recommends that the number of pages per month of imaged output be within the stated range for optimum device performance, based on factors including supplies replacement intervals and device life over an extended warranty period.)*

Print technology

- Laser
- Print quality black (best)
- Up to 1200 x 1200 dpi
- Print languages
- PS
- Display



**The Sanskrit College and University**  
**1, Bankim Chatterjee Street, Kolkata – 700 073**

- 4-line LCD  
Processor speed
- 600 MHz  
Automatic paper sensor
- No  
Replacement cartridges
- HP Original 335A LaserJet Toner Cartridge (yield ~7,400 ISO pages\*) W1335A, HP Original 335X High-Yield Black LaserJet Toner Cartridge (yield ~13,700 ISO pages\*) W1335X, HP 57A Original LaserJet Imaging Drum (yield ~80,000 pages) CF257A

*(Declared yield value in accordance with ISO/IEC 19752. Actual yields vary considerably based on images printed and other factors. For more information, visit <http://www.hp.com/go/learnaboutsupplies>)*

### **Connectivity**

Connectivity, standard

- Hi-Speed USB 2.0 Device, Ethernet 10/100 Base TX  
Minimum system requirements
  - CD-ROM or DVD drive, or Internet connection
  - dedicated USB or network connection or Wireless connection
  - 200 MB available hard disk space
  - (For OS hardware requirements see [microsoft.com](http://microsoft.com)) for Windows, Pentium IV 2.4GHz (Intel Core™2) / RAM 512 MB (1 GB) / Free HDD space 1 GB (2 GB) for Linux
- Compatible operating systems  
Windows 7 (32/64 bit), Windows 2008 Server R2, Windows 8 (32/64 bit), Windows 8.1 (32/64 bit), Windows 10 (32/64 bit), Windows 2012 Server, Windows 2016 Server, Red Hat Enterprise Linux : 5, 6, 7, Fedora : 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, openSUSE : 11.2, 11.4, 12.1, 12.1.2, 12.3, 13.1, 13.2, 42.1, Ubuntu : 11.10, 12.04, 12.10, 13.04, 13.10, 14.04, 14.10, 15.04, 15.10, 16.04, 16.10, 17.04, 17.10, 18.04, 18.10, 19.04, SUSE Linux Enterprise Desktop : 10, 11, 12, Debian : 6, 7, 8, 9, Linux Mint : 15, 16, 17, 18<sup>2</sup>

*(Windows 7 or higher)*

*(Windows 7 or higher)*

### **Memory specifications**

Memory  
512 MB

### **Paper handling**

- Paper handling input, standard
- Tray 1: 100 sheet, Tray 2: 250 sheet
- Paper handling input, optional  
Optional 250 sheets
- Paper handling output, standard
- Up to 250 Sheets

**The Sanskrit College and University**  
**1, Bankim Chatterjee Street, Kolkata – 700 073**

Paper handling output, optional

- No
- Maximum output capacity (sheets)
- Up to 250 Sheets
- Duplex printing
- Automatic (standard)
- Media sizes supported
- A3
- A4
- A5
- A6
- B4 (JIS)
- B5 (JIS)
- 8K
- 16K
- Oficio 216x340mm
- Media sizes, custom
- Tray 2: 60 to 110 g/m<sup>2</sup>
- Media sizes, custom
- Tray 1: 98 x 148 to 297 x 432 mm; Tray 2: 148 x 210 to 297 x 354 mm;
- Media types
- Plain, Mid-weight, Light, HP LaserJet, Colored, Preprinted, Recycled, Intermediate, Letterhead, Prepunched
- Media weight, supported
- Tray 1: 60 to 163 g/m<sup>2</sup>
- Tray 2: 60 to 110 g/m<sup>2</sup>
- Media weights, supported ADF
- 60 to 128 g/m<sup>2</sup>

### **Scanner specifications**

Scanner type

- Flatbed, ADF
- Scan file format
- PDF, JPEG, TIFF
- Scan resolution, optical
- Up to 600 dpi
- Scan size, maximum
- 297 x 432 mm
- Scan size (ADF), maximum
- 297 x 432 mm

**The Sanskrit College and University**  
**1, Bankim Chatterjee Street, Kolkata – 700 073**

Scan size (ADF), minimum

- 140 x 130 mm
- Scan speed (normal, A4)
  - Up to 33 ipm (b&w)
  - Up to 33 ipm (color)
- Duplex ADF scanning
- Yes
- Automatic document feeder capacity
  - Standard, 100 sheets
- Digital sending standard features
  - Scan to Email(SMTP over SSL)
  - Send to FTP
  - Send to SMB
  - Scan to PC
  - Scan to WSD
- Local Address Book;  
File Format Supported
  - PDF
  - JPEG
  - TIFF

### **Copier specifications**

Copy speed (normal)

Black: Up to 24 cpm

Copy resolution (black text)

- Up to 600 x 600 dpi
- Copy reduces / enlarge settings
  - 25 to 400%
- Copies, maximum
  - Up to 999 copies

## **2. A4 All-in-One Ink Tank Printer**

- Print, scan, copy
- Compact integrated tank design
- High yield ink bottles
- Spill-free, error-free refilling
- Wi-Fi & Wi-Fi Direct
- Seamless setup via Epson Smart Panel
- Borderless printing up to 4R
- Powered by Epson Heat-Free Technology

**The Sanskrit College and University**  
**1, Bankim Chatterjee Street, Kolkata – 700 073**

**(D) PRICE QUOTATION**

Name of the bidder:

Address for correspondence:

We hereby submit the quotation for supply of one printer, one ink tank printer and one web-cam as per the specification within 7 (seven) days from the date of work order and in accordance with the terms and conditions.

The bidders are required to quote the rates in the following format.

Sl. No.	Details of the items as per the specifications indicated.	Base price	G.S.T.	Total price	Warranty period
1.	One printer				
2.	One Ink Tank Printer				

**\*Note : The rates quoted must be reasonable based on fair price and remain valid for a period of 3 (Three) months from the last date of submission of quotation's.**

Signature of the Bidder/Tenderer or his

Authorized representative