



Central Library
SHRI LAL BAHADUR SHASTRI NATIONAL SANSKRIT UNIVERSITY
(Central University)
B-4, QUTUB INSTITUTIONAL AREA, NEW DELHI-110016

Ref. No:F5-67(AMC of Scanner)/LBSNSU/Library/2024

Dated: 14.03.2024

Sub: Quotation for AMC Overhead A3 Book Scanner (i2S).

Dear Sir/Madam,

You are invited to send sealed quotations for AMC of the following items installed in the Central Library of the University for a period of 01 years. The details are as follows:

S. No	Specification	Qty.	Warranty Expiring on
1.	Brand and model : i2S A3 eScan OS Standard configuration: i2S CMOS 400 DPI Table top A3 eScan OS with screen & OCR Software for a period of one year.	1	

Terms and Conditions:

1. Vendors must quote the prices in the prescribed format in Annexure I for a period of one year,
2. Quoted prices should be inclusive of all taxes.
3. All the parts under AMC should be provided by OEM Only. The spare replacement shall be of the same part available in the office.
4. Vendors must be authorized service partners of the OEM and must enclose the authorization Certificate for this specific Bid.
5. Service center must be based in Delhi & NCR only. The service personnel should be available on call and when the call is lodged for a complaint, the work should be attended to within two hours of the call log. Any service call requiring replacement should be resolved within a day.
6. Payment will be made quarterly after providing a satisfactory report by the concerned head of the department.
7. Vendors must provide a Service Level Agreement (SLA) for OEM.
8. The firm must submit a GST Registration Certificate, MAF from OEM, PAN number, and quotation.
9. The received quotations will be opened on 08-04-2024 at 04.00 p.m. in the Central Library of Shri Lal Bahadur Shastri National Sanskrit University, New Delhi, in the presence of intending agency or their authorized representatives who wish to be present.
10. Quotations must be super-scribed "Quotations for AMC of Overhead i2S A3 Book Scanner" on the envelope.
11. Quotations of the firms not fulfilling any of the above conditions will be rejected.
12. The disputes, if any, arising out of this contract will be subject to the jurisdiction of the courts in Delhi only.
13. If the scanner is placed by this office, the AMC charges will be calculated proportionately for the remaining period.

14. The registrar, SLBSNSU reserves the right to reject all quotations without assigning any reason.

You are requested to submit the sealed quotations latest by 05-04-2024 by 4.30 pm in the Central Library. After due date quotation will not be accepted.

In case of any query, contact the Assistant Librarian, Central Library, phone no 011-46060531/532.

REGISTRAR (I/C)

Copy To:

1. PS to VC
2. PS to Registrar(I/c) / FO
3. DR(A/C)
4. Computer Center for uploading on the University Website.
5. Concerned File

REGISTRAR (I/C)

Terms and Conditions:

1. Vendor must quote the price in the prescribed form in accordance with the conditions for a period of one year.
2. Quoted prices should be inclusive of all taxes.
3. All the parts under AMC should be provided by OEM Only. The spare replacement should be of the same part available in the office.
4. Vendor must be authorized service partners of the OEM and must enclose the authorization Certificate for this specific BIL.
5. Service center must be based in Delhi & NCR only. The service personnel should be available on call and when the call is lodged for a complaint, the work should be attended to within two hours of the call log. Any service call requiring replacement should be resolved within a day.
6. Payment will be made quarterly after providing a satisfactory report by the concerned head of the department.
7. Vendor must provide a Service Level Agreement (SLA) for OEM.
8. The firm must submit a GST Registration Certificate. BAF from OEM PAN number and quotation.
9. The received quotations will be opened on 08-04-2024 at 04:30 PM in the Central Library of Shri Lal Bahadur Shastri National Sanskrit University, New Delhi, in the presence of intending agency or their authorized representatives who wish to be present.
10. Quotations must be sealed and submitted to Registrar (I/C) of Overhead SS AJ Block Scanner on the envelope.
11. Quotations in the form not falling any of the above conditions will be rejected.
12. The duplicate if any, sent out of the contract will be subject to the jurisdiction of the courts in Delhi only.
13. If the scanner is placed by the office, the AMC charges will be calculated proportionately for the remaining period.

FINANCIAL BID PERFORMA

To,
 Registrar (I/C)
 Shri Lal Bahadur Shastri National Sanskrit University
 B-4, Qutub Institutional Area,
 New Delhi-110016

Sub; Financial Bid for i2S Table top book scanner.

S. No	Specification	Qty.	AMC of one year (Rs.)
1.	Brand and model : i2S A3 eScan OS Standard configuration : i2S CMOS 400 DPI Table top A3 eScan OS with screen & OCR Software for a period of one year.	1	
Taxes/GST			
Total Amount (in Rs.)			

Amount (in words):

(Signature of Authorized Person/Signatory with Seal)

Full Name: _____

Designation: _____

Date:

Place:

(**Note:** Bidder must submit the above undertaking on the Company Letter Head with seal & sign)