

**IN THE HIGH COURT AT CALCUTTA
MEDIATION CENTRE
5, COUNCIL HOUSE STREET, GROUND FLOOR
KOLKATA-700001**

Notice Inviting Quotation
No. 3829/SLSA-37/18, 19.01.2018

Sealed quotations are invited from all willing suppliers for the supply **2 (Two) pcs. Scanners with the following specification**, for use in the Mediation Centre of this Hon'ble Court following the terms and conditions appearing hereunder latest by **5.00PM on 31.01.2018**.

HIGH SPEED FLATBED SCANNER SPECIFICATION :-

Scan Type: Flatbed, ADF; Colour Scanning support

Scan Speed : 40 ppm/ 80 ipm (black & white, colour, grayscale, 200 dpi) scan up to 100 pages at a time, and choose from variety paper types, thicknesses and sizes – up to 86 cm (34 inches) long scan built to handle up to 3,000 scanned pages per Day

Optical: Up to 600 dpi.

Scan File Format : PDF (image-only, searchable, MRC, PDF/A, encrypted), TIFF (single page, multi-page, compressed; G3, G4, LZW, JPEG), DOC, RTF, WPD, XLS, TXT, XML, XPS, HTML, OPF, JPJ, BMP, PNG. Document

Scan Software; user application via TWAIN, ISIS.

Scans with build-in OCR Support : Yes

Grayscale Levels / Bit Depth 256; Bit Depth: 24-bit

Duty Cycle (Daily): 3000 pages

Auto Document Feeder Capacity : Standard, 100 sheets

Media Size (ADF): A4; Legal; custom; long paper upto 864 mm

Standard Connectivity : USB and Network connectivity option

Supporting Operative System : Windows 10, Windows 8.1 Pro & SL (32 bit & 64bit), Windows 7 (32 bit & 64 bit), Linux Ubuntu 12.04, Ubuntu 14.04

Original Equipment manufacturer (OEM) Product : Original Equipment manufacturer (OEM) Manufacturer or its authorized distributor/ dealers with OEM

Service Centre : Must have / preferred Company Authorized Service Centre in Kolkata

Warranty : 5 years on site Comprehensive Warranty support with L1 support from bidder and L2 support from OEM

Sd./-
Member Secretary
State Legal Services Authority
West Bengal

TERMS & CONDITIONS

- Quotation should be submitted in the office of the State Legal Services Authority, 2&3, Kiran Sankar Roy Road, 1st Floor, City Civil Court Building, Calcutta-700001 latest by **5:00PM on 31st January, 2018** on any working day and should be properly signed and stamped. The Hon'ble Court will not take any responsibility for delay, loss or non-receipt of quotations sent by post. The sealed tender will be opened on **01/02/2018 at 12 noon**.
- Rates should be quoted taking into account the description, make, type, specification and quantity of the articles for which quotations have been invited.
- Rates quoted should be inclusive of all applicable charges, taxes, duties and levies.

- If the quotation of any supplier, which is not enlisted with this Hon'ble Court, is selected, the concerned supplier may have to submit copies of such documents as Trade License and / or PAN etc. as and when the State Legal Services Authority, 2&3, Kiran Sankar Roy Road, 1st Floor, City Civil Court Building, Calcutta-700001 may direct.
- Conditional quotations will not be considered.
- Willing suppliers submitting quotations should specify the address of its office and its Phone/Mobile number (and other contact numbers e.g. Fax, if available) for the purpose of quick communication in the event of urgency.
- Canvassing on the part of a supplier submitting quotation will render its quotation liable to cancellation summarily.
- This Hon'ble Court may award the contract to the supplier whose quotation has been determined to be substantially responsive and who has quoted the lowest evaluated price. However, the Hon'ble Court is not bound to accept the lowest bid. This Hon'ble Court reserves the right to accept, change / modify or reject any or all quotations and to cancel the process at any time prior to the award of contract for any reason whatsoever.
- Willing suppliers submitting quotations should know that the articles supplied may have to be, if necessary, delivered to the different sections / offices of Original Side Establishment of the Hon'ble Court as per instruction of the State Legal Services Authority, 2&3, Kiran Sankar Roy Road, 1st Floor, City Civil Court Building, Calcutta-700001
- Upon selection of quotation, concerned supplier would have to supply articles strictly according to the description / make / type / specifications provided in the instant notice. In case of any deviation from this and any default regarding this on the part of a selected supplier, the administration of this Hon'ble Court may take any or all such actions against the supplier as it may consider appropriate.
- **Bidders should have Tender Specific Authorisation from Original Equipment Manufacturer (OEM)**
