

# JUDICIAL ACADEMY, ASSAM

National Law University and Judicial Academy Campus, Hajo Road, Amingaon, Guwahati-781031  
E-mail :- ja@assam.gov.in

## **NOTICE INVITING QUOTATION FOR SUPPLY OF LASER PHOTOCOPIER MACHINE FOR FINANCIAL YEAR 2020-21**

*Dated Amingaon, the 30<sup>th</sup> January, 2021*

Sealed quotations affixing Court fee Stamp of 8.25 (Non- refundable) are invited from eligible and intending firms/ suppliers for supply of Laser Photocopier Machine to the Judicial Academy, Assam, during the remaining period of the current Financial Year 2020-21:

Sl. No.	Item	Specifications
1	Laser Photocopier Machine	<ul style="list-style-type: none"><li>• Function- Print, Scan and Copy</li><li>• Imaging System- Laser Dry Electrostatic Transfer System</li><li>• Network Interface- Ethernet (100Base-TX / 10Base-T), USB</li><li>• Warm Up Time- 30s maximum after powering ON; 10s maximum from the Sleep mode</li><li>• Multiple Copies- 1 to 999 sheets</li><li>• Magnification- 25% to 400% (1% increment)</li><li>• Maximum Original Size- Max. A3</li><li>• Duplex- Yes</li><li>• Duplex automatic document feeder/Automatic Reverse document feeder</li><li>• Copy / Print Speed- A4: Minimum 30ppm; A3: Minimum 15 ppm</li><li>• Resolution- Reading: 600 x 600dpi; Writing: 1200 x 1200dpi</li><li>• OS Compatibility- Windows 10 / 8.1 / 8 / 7 / Vista / Windows Server 2003 / Server 2003 R2 / Server 2008</li><li>• Toner Yield (6% Coverage)- 14 600 sheets (A4)</li><li>• Drum Yield- 132 000 sheets (A4)</li><li>• Media sizes supported- Letter; Legal; A4; A3</li><li>• Memory- 1 GB</li><li>• Scan Modes- Colour, Greyscale, Monochrome</li><li>• Scan File Formats- JPEG, Multi/Single Page, TIFF/PDF</li><li>• Scan Functions- Scan to USB, E-Mail, Folder</li><li>• Additional Toner- 01 set</li><li>• Warranty – 3 years On-site Comprehensive Warranty</li></ul>

**Terms and Conditions: -**

- i. The products/ articles being offered by a firm/ supplier should be original and of best quality available in the market, as quality of products is the essence of the tender.
- ii. Quotations in sealed covers, complete in all respect should reach the undersigned on or before **10/02/2021**, during office hours. If any Holiday is declared on **10/02/2021** then the next working day will be considered as the last date of submission.
- iii. The sealed envelope containing quotation as per **Annexure-A** shall be marked as "**Laser Photocopier Machine**" and the following documents must be annexed (with seal and signature of Authorised Signatory) with the quotation:
  - a. Copy of Firm's / Supplier's PAN Card;
  - b. Copy of GST Registration Certificate;
  - c. Copy of Trade Licence;
  - d. Copy of Notice Inviting Quotation as acceptance of the Terms and Conditions mentioned therein.
- iv. In case of Laser Photocopier Machine, bidder should submit the Manufacturer Authorisation Form (MAF) of the quoted item duly signed by the authorised signatory of the Original Equipment Manufacturer(OEM).
- v. Payments shall be made after satisfactory execution of the order on bill basis.
- vi. Judicial Academy, Assam, reserves the right to accept or reject any or all of the tenders in part or full, without assigning any reason whatsoever.
- vii. The rate quoted by Bidder will be valid for the rest of the Financial Year 2020-21 i.e. till 31st March, 2021.
- viii. Judicial Academy, Assam reserves the right to issue purchase order for as many quantities against any item as required from time to time within the speculated period.

By order

Sd/-  
(B. Choudhury)  
Administrative Officer

**Memo No.JAA.AC-35/2020-21/1146-47**

**Dated Amingaon, the 30<sup>th</sup> January, 2021**

**Copy to :-**

1. The Computer Operator, Judicial Academy, Assam. He is directed to upload the Notification in the website of Judicial Academy, Assam.
2. Notice Board of Judicial Academy, Assam.

  
Administrative Officer  
Judicial Academy, Assam