

Website: www.keralapsc.org.
e-mail: kpsc@keralapsc.org



Phone : 0471 - 2443068
F A X : 0471 - 2553485

KERALA PUBLIC SERVICE COMMISSION

File No. R&A I (2) 37541/08/GW

Thiruvananthapuram,
Dated : 21.10.2011.

TENDER NOTICE

Sealed Tenders are invited for the supply of 6 numbers of OMR Scanner as per the specifications given in the schedule of items.

The tender should be superscribed "**Tender No. 01/2011 OMR Scanner,**" and addressed to **The Secretary, Kerala Public Service Commission, Pattom P O, Thiruvananthapuram, Kerala, PIN 695 004.** Tenders will be received upto **1 p.m.** On **06-12-2011** and will be opened at **3.00 p.m.** on **06-12-2011** in the presence of the tenderers or their authorized representatives who may be present at that time. Late tenders will not be accepted.

Intending tenderers may send an application to **the Secretary, Kerala Public Service Commission** and obtain the requisite tender forms. Applications for the tender form should be accompanied by a Cash remittance/M.O./D.D. (favouring Secretary, Kerala Public Service Commission) of **Rs. 6100/- (Rupees Six Thousand and One Hundred only)** including S.T, which is the price fixed for a tender form and is not refundable under any circumstance. The tender forms are not transferable. Duplicate tender forms, if required will be issued at a cost of **Rs. 3050/- (Rupees Three Thousand and Fifty only)** per copy. The Sale of tender forms will be closed at **12 Noon** on **06-12-2011**. Cheques, Postal Orders, Postal Stamps etc. will not be accepted towards the cost of the forms nor will the forms be sent by VPP. Kerala Stamp Paper will be supplied to the intending tenderers outside Kerala for execution of agreement along with the tender in case they request for the same and remit Rs. 130/- separately ie. Rs. **100/-** for Stamp Paper and **Rs. 30/-** towards incidental expenses. Money Order alone will be accepted for this purpose.

**P.C. BINOY,
SECRETARY,
KERALA PUBLIC SERVICE COMMISSION.**

SCHEDULE OF ITEMS

Specifications	Quantity
<u>OMR Scanner OP Scan 8/50</u> - 5000 sheets per hour or above scan rate. - Dual side Ink Read Head with 0.166 cell spacing. - 300 sheets or above Auto speed. - 300 sheets or above output stacker. - 100 sheets or above reject stacker. - Transport Printer. - Bar code Reader. - Scanning and Management Software with Media (Windows Based) - PC Interface Cable (Serial/USB) - 230 V 50Hz Power. - 36 months comprehensive Onsite Warranty.	6 nos.

TENDER SCHEDULE

Superscription	Tender No 01/2011 for the supply of OMR Scanners
Last Date an Time of receipt of Tender	1 Pm on 06/12/2011
Date and Time of opening of Tender	3 Pm on 06/12/2011
Date up to which the rates are to be firm	06/03/2012
Price of Tender Form	Rs. 6100/- (Including ST)
Price of Duplicate Copy	Rs. 3050/- (Including ST)
Closing Date for the sale of Tender forms	06/12/2011
Address of Officer from whom Tender forms are to be obtained and to whom Tenders are to be sent	Secretary, Kerala Public Service Commission, Thulasi Hill Pattom Palace po, TVPM 695 004.
Name and Designation of the Purchasing Officer	P.C. Binoy, Secretary, Kerala Public Service Commission, Thulasi Hill Pattom Palace PO, TVPM 695 004.

Terms and conditions:

1. The make, model, year of manufacture etc. of the scanners quoted should be clearly mentioned
2. The quoted product must have proven track record of handling high volume scanning.
3. The period of warranty should be specified. All charges, taxes, duties and levies should be clearly indicated
4. The items should be supplied to the Office of the Kerala Public Service Commission, Pattom, TVPM -4, at the expense of the Tenderor.
5. The Installation, Commissioning and initial operation to the satisfaction of the KPSC will the responsibility of the supplier.
6. The payment will be made after completion of supply, installation and commissioning subject to the certification by our consultant as to the quality and efficiency of the item supplied.
7. In case of under performance during the warranty period, the firm shall replace the equipments. If the equipment has to be replaced for under performance, during the warranty period, the period of warranty will recommence from the date of replacement.
8. Dealership certificate from the manufacturer should be produced along with the Tender.

Other Details

1. The Tender should be superscribed “**Tender No. 01/2011 for the Supply of 6 numbers of OMR Scanners**” and addressed to The Secretary, Kerala Public Service Commission, Thulasi Hills, Pattom Palace P O, Thiruvananthapuram 695 004.
2. Last date and Time of receipt of Tender Forms : **1 p.m. on 06/12/ 2011**
3. Late Tenders will not be accepted.
4. Every Tenderer should send along with his tender an Earnest Money Deposit (EMD) equivalent to 1% of the total amount quoted by the Tenderer, and an agreement executed in the Kerala Stamp Paper worth Rs.100/- the details of which are available in the Tender Forms itself by a crossed Demand Draft payable at Thiruvananthapuram drawn in favour of The Secretary, Kerala Public Service Commission, Pattom Palace P O, Thiruvananthapuram – 4.
5. The Earnest Money Deposit of the unsuccessful Tenderers will be returned as soon as possible after the tender is settled.
6. The Earnest Money Deposit of the successful Tenderers will be adjusted towards the security deposit.
7. Security Deposit of 5% of the purchase value should be deposited by way of DD payable at Thiruvananthapuram drawn in the name of the Secretary, Kerala Public Service Commission, Pattom Palace P O, Thiruvananthapuram

695 004. The Security Deposit will be returned after satisfactory fulfillment of the contract.

8. The Tenders will be opened at **3 p.m.** on **06-12-2011** in the presence of such of the Tenderers or their authorized representatives as may be present at that time.
9. The right to reject any tender in full or in part with out assigning any reasons there of is reserved with the purchasing officer.

**P.C. BINOY,
SECRETARY,
KERALA PUBLIC SERVICE COMMISSION.**

Note:- More details can be obtained from the office of Joint Secretary, R&A Wing, Kerala Public Service Commission or visit www.keralapsc.org.