



UTKAL UNIVERSITY

Vani Vihar, Bhubaneswar-751004

TENDER CALL NOTICE

No. Exam-IV(OC)04(part-I)/WB/ 1450 /2025

Date: 06/03/25

Sealed tenders are invited from authorized dealers/ manufactures for supply of high speed overhead book scanner (A1 size). Detailed information / specifications and tender documents can be downloaded from the website www.utkaluniversity.ac.in. The last date for submission of the tender paper, complete in all respect is 17.03.2025 (Monday) at 1.00 P.M. by speed post/ registered post. **The Authority will not be held responsible for any postal delay.** The sealed tender will be opened on 18.03.2025 (Tuesday) at 11.00 A.M. in the Office of the Registrar, Utkal University, Vani Vihar, Bhubaneswar-751004. The cost of tender paper is Rs.1,180/- (Rupees One thousand one hundred eighty) only including GST non refundable through Demand Draft in favour of the Comptroller of Finance, Utkal University and payable at SBI, Utkal University campus Branch, Bhubaneswar. The Authority reserves the rights to accept/ reject/ cancel/ change/ modify any part or the entire tender without assigning any reason thereof.

[Handwritten Signature]
06/03/25

Registrar
Utkal University



UTKAL UNIVERSITY
VANIVIHAR, BHUBANESWAR-751004, ODISHA

Tender Paper
For Procurement of
Overhead Book Scanner (A1 Size)

Tender Form No.....



UTKAL UNIVERSITY
VANIVIHAR, BHUBANESWAR-751004, ODISHA

TENDER PAPER

No. Exam-IV(OC)04(part-I)/WB/ 1400 /2025 Date: 06/03/2025

Tender form No.....

Sealed tenders are hereby invited from authorized dealers/ manufacturers for the supply of Overhead Book scanner (A1 size). Interested bidders may obtain detailed information and tender documents can be downloaded from the website www.utkaluniversity.ac.in. The completed tender papers, in all respects, must be submitted to the undersigned by 17.03.2025 at 1.00 P. M. The cost of tender paper is Rs. 1,180/- (Rupees One thousand one hundred eighty) only including GST non refundable through Demand Draft in favour of the **Comptroller of Finance, Utkal University** and payable at SBI, Utkal University campus branch, Bhubaneswar. The sealed tender will be opened on 18.03.2025 at 11.00 A.M. The Authority reserves the right to accept/reject/cancel/change/modify any part or all tenders without assigning any reason thereof. The Authority will not be held responsible for any postal delay.

EMD value: Rs. 1,00,000/- (Rupees one lakh) only.

Validity of the Tender is subject to maximum 1 Year.

Eligibility Criteria:

1. Tenders must be submitted in the prescribed format provided in the tender document. The tender must be accompanied by the Earnest Money Deposit (EMD) Rs. 1,00,000/- (Rupees one lakh) only. The EMD should be in the form of a Bank Draft issued by any Nationalized Bank, drawn in favor of "**Comptroller of Finance, Utkal University**", and payable at Bhubaneswar. Cash payments will not be accepted under any circumstances.
2. Tender forms are not transferrable.
3. Bids must be submitted in the prescribed format for **Overhead Book Scanner (A1 size)**.
4. Tender forms must be submitted in a sealed envelope along with the following documents:
 1. **GST Certificate** or **Excise License**, as applicable for the items & **PAN**.
 2. **Declaration Certificate** and **Undertaking** as per our format duly signed by the tenderer.
 3. **Non-Assessment Certificate** (for Dealers/ Stockists located outside the State of Odisha).
 4. **Original Price List** with the tenderer seal and signature on all pages at the bottom. No tender shall be accepted without the **original price list/catalogue/brochure** as mentioned Financial Year **2024-2025**.
 5. **Original Authorization Certificate/manufacturer's certificate** from the manufacturer or company.
 6. All quoted rates must be **inclusive of all taxes, with clearance and Cost, Insurance and Freight (C.I.F.) charges (if any)** up to the **Registrar, Utkal University, Bhubaneswar**.
 7. Previous experience certificate regarding minimum ten successful installation of the overhead book scanner (A1 size) with local service facility shall be given preference.
 8. The firm with past experience of supplying overhead book scanner (A1 size) shall be given preference.

N.B

1. Last date for submission of sealed tender is **Dt. 17.03.2025 at 1.00 P.M.** at the Office of the Registrar, Utkal University, Bhubaneswar.
2. The sealed tender will be opened on **Dt. 18.03.2025 at 11.00 A.M.** in the Office of the Registrar, Utkal University, Bhubaneswar in the presence of University Purchase Committee.
3. The authority reserves the right to accept/ reject/ cancel/ change/ modify any part of the tender or the entire tender process without assigning any reason thereof.
4. The authority shall not be responsible for any postal delays.
5. Supplies must be made within **10 days** from the date of receiving the confirmed order. Failure to do so will result in the **cancellation of the order.**
6. The **EMD** of unsuccessful bidders will be returned upon submission of a **stamped receipt.**
7. Compliance or non-compliance with the technical specifications must be clearly mentioned in the given tender format.


Registrar
Utkal University

(In Company's Letter head)

DECLARATION

We hereby declare that our firm/company will offer the same discount quoted for **Registrar, Utkal University** if any other department within **Utkal University, Vani Vihar** invites tenders for equipment, or other services/accessories as prescribed by the University authority. Non-compliance will result in cancellation of participation.

Seal & Signature of the
Authorized Dealer

Dated:

Undertaking regarding Blacklisting and Non-Debarment

Dated:

We, M/s _____,
hereby confirm and declare that we have **not been blacklisted, de-registered, or debarred** by any **Government department, Public Sector Undertaking, Private Sector, or any other agency** for which we have executed or undertaken works/ services in the last **five years**.

Seal & Signature of the
Authorized Dealer

Book Scanner

FORMAT

From

M/s.....
.....

To

The Registrar,
Utkal Universty,
Vani Vihar, Bhubaneswar-751004

Sub: Procurement of **Overhead Book Scanner (A1 size).**

Ref: Advertisement (Name of the Newspaper).....Date.....

EMD: Rs. 1,00,000/- (Rupees one lakh) only **DD. No.**

Dated:.....**Bank:**.....

Specification	Unit Price + Tax FOR Destination
Book Scanner Type: A1 Book Scanner	
Image Sensor Chip: Tri Linear CCD, Automatic Focus (HD) (Optional)	
Maximum Book Thickness: 250 mm or more	
Scanning modes: Flat A1, V Shape (A2 x 2), self- balancing A1 flat with glass	
Optical Resolution: 600 DPI or more	
Glass Plate Shape: Flat (Self-opening)	
Scan Speed (Sec. per Scan): 3 or less	
Memory: 8GB or more	
Light Source: White LEDs, IR/UV free	
Color Depth: 48 bit Color, 16 bit grayscale	
Scan Output: 24 bit color, 8 bit Grayscale	
File Format: PDF, PDF (Multipage), TIFF, TIFF (Multipage), JPEG, JPEG 2000, PNG, BMP	
Interface: Ethernet Port	
Touch screen: 21inch multi touch screen or more	
Monitor: 27 inch screen or more	
Software: Windows 10.0 or above, OCR (Optional)	
Power Consumption: 100V-240V AC	
On Site OEM Warranty: 3 Years or more	
General Terms and Conditions:	
<ul style="list-style-type: none">o Price quoted should be inclusive of all taxes and custom clearance (if applicable) and for destination (Utkal University).o Number of preventive maintenance visits during the period of warranty.	

<ul style="list-style-type: none"> o Duration of service support and years of availability of spare parts must be mentioned. o Service response time within warranty need to be given in pen drive/ CD. o Make and model of the item quoted need to be mentioned with documental evidence/ brochure of authorized company/manufacturer. <p>User list/number of installation in Eastern region/in Odisha need to be mentioned.</p>	

Date:

Signature of the Authorized Dealer/
Manufacturer