

TATA INSTITUTE OF FUNDAMENTAL RESEARCH, HYDERABAD

An Autonomous Institution of the Department of Atomic Energy, Government of India (A Deemed University)

Plot No.36/P, Gopanpally Village, Serilingampally Mandal, Ranga Reddy District. Hyderabad, Telangana, India. PIN 500 107

, Phone: 040-20203020, Email: jrathna@tifrh.res.in

ENQUIRY

Ref: TIFR/PD/CF25-102/250983

September 18, 2025

1. M/s. ACETECH PRODUCTS INDIA PVT LTD (ACEP)
2. M/s. ALLWAY HPC PRIVATE LIMITED (ALHP)
3. M/s. BHARATH ENTERPRISES (BENT)
4. M/s. FIRST POWER SOLUTIONS & SYSTEMS (FPSS)
5. M/s. LASER SYSTEMS PVT LTD (LSPL)
6. M/s. UNICOM INFOTEL PVT. LTD., (UNIC)

Dear Sirs

Please let us have your **Quotation** for the following:

S.No.	Item Code	Description	Qty	UOM
1	LSWRM000842	<p>Total Guarantee Maintenance and Supply Contract for Canon IR2595 Digital Copiers</p> <p>This covers the supply of toners, comprehensive preventive and corrective maintenance, and the provision of all required spare parts for Canon IR2595 digital copiers, effective for one year from the date of the purchase order. All services and supplies will be provided on a total guarantee basis, with billing based on the actual number of copies produced by each copier during the contract period.</p> <p>1.,A/C Section IR 2925 S/N - 4QE06071 2.,Library Section IR 2925 S/N - 4QE06077 3.,Library Section IR 2925 S/N - 4QE06479 4.,Purchase Section IR 2925 S/N - 4QE06478</p> <p>Scope of Work</p> <p>The contract shall cover comprehensive preventive and corrective maintenance of Canon IR2595 digital copiers for a period of one (1) year from the date of Purchase Order. Maintenance services will be billed based on the number of copies printed by each copier.</p> <p>Services to be provided:</p> <p>1.,Supply of Toners - Ensure timely and uninterrupted supply of toners for all copiers throughout the contract period.</p> <p>2.,Preventive Maintenance (Every 2 Months per Copier) - Cleaning of feeding rollers, scanner lamps, and waste toner units, Adjustment of timing and software settings, Inspection and rectification of electrical contacts and connections as required, Checking of voltages and performing necessary electronic/electrical adjustments, Assessment and reporting on the overall health and operational status of each machine.</p> <p>3.,Corrective Maintenance - On-call breakdown support and repair services to be provided promptly as and when required during the contract period.</p> <p>4.,Supply of Spare Parts & Consumables - The contract must include the supply and installation of all required electrical, electronic, and mechanical spare parts, including but not limited to: Rollers, Fixing units, Drum cartridges, Toners</p> <p>Note: The bidder must explicitly specify any spare parts or services that are not included in the contract.</p> <p>Mandatory Requirements - Bidders must submit a valid Manufacturer's Authorization Form (MAF) from Canon along with their quotation.</p> <p>Billing & Payment Terms - Quarterly basis. (billing will be on actuals)</p> <p>Payments will be released within 30 days from the date of invoice (Net 30).</p> <p>Kindly provide your per-page pricing for the following:</p> <p>A4 Mono (Black & White) ₹ per page cost A3 Mono (Black & White) ₹ per page cost</p>	1.00	JOB

NOTE :

Kindly refer the Technical Specifications as per the Enquiry.

Please mention your GST Registration numbers on the quotation, proforma Invoice and Bills.

Quotation should indicate make, delivery period, guarantee/warranty exact taxes applicable, etc.

The payment will be made only after delivery of the supply, satisfactory installation, commissioning and performance of the item/equipment. No Advance payment will be made except in case of furnishing valid Bank Guarantee from any nationalized/scheduled bank the B. G. shall be valid till the complete delivery is made at the site.

Time is the essence of the contract. The delivery of Goods or performance of the Services shall be made by the Supplier in accordance with the time schedule specified in the Purchase Order/Contract.

If the Supplier fails to deliver any or all of the Goods or to perform services within the period(s) specified in the Purchase Order/Contract, the Purchaser shall, without prejudice to other remedies under the Contract, deduct from the Contract Price, as penalty, a sum equivalent to 0.5% per week and the maximum deduction is 5% of the contract price.

Quotation sent by hand delivery / courier are to be deposited in the Tender Box kept at the Main Gate after obtaining stamp, date and signature of the Security Officer.

Quotation should be submitted in sealed envelope duly superscribing our enquiry reference and due date.

Due Date for submitting your offer is 03/10/2025.

Yours faithfully



J.RATHNA

Administrative Officer (D)

Copy to: Prof. / Dr. / Mr. / Mrs. / Ms. / Shri / Smt. N KALYAN KUMAR (TCIS-25N530)
Your Indent Req. No.KKN0010323 Dated:17/09/2025 refers.