



# भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament  
Deoghat, Jhalwa, Allahabad-211012 (U.P.) INDIA

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Ref no. IIIT-A/DR(E)/3623/2016  
Date: 29/02/16

## Enquiry Letter

M/s. ....

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Ph. No.: .....

### Sub: Quotation for purchase of Card Printer.

**Enquiry issue date:** 29.02.2016

**Last date of submission:** 16.03.2016 at 12:00 Noon

Dear Sir,

Institute intends to purchase the "Card Printer" for which quotations are invited as per details given in below:-

Sl. No.	Item/Specification	Qty.	Unit rate in Rs.	Total Rs.
1.	<b>Card Printer</b> <b>Make:</b> Zebra ZXP series 3 or equivalent <b>Printing Specifications :</b> 1. Dye-sublimation thermal transfer direct to card 2. Full color & monochrome printing 3. Single- & dual-sided printing <b>Standard Features:</b> 1. High-performance ribbons with intelligent media technology 2. USB V2.0 (cable included) - standard 3. Microsoft® Certified Windows® drivers 4. Print Touch NFC tag for online printer documentation and tools 5. Memory up to 16-20 MB 6. 100 card covered feeder (30 mil) 7. 45 card capacity output hopper (30 mil) 8. 16-character LCD operator control display 9. 300 dpi (11.8 dots/mm) print resolution 10. Auto-switching single-phase AC power 11. Image, Signature and Biometric control system/security feature etc 12. Printer should have Encoding Options. 13. Two-year warranty on printer <b>Drivers Supported</b> 1. Driver support windows XP, Vista and latest version 2. Automatically detects and authenticates ribbon 3. Integrated cleaning roller included with each ribbon 4. Media Starter Kit (single-sided): 1 YMCKO ribbon, 200 30-mil PVC cards 5. Specially designed cleaning supplies simplify preventive maintenance <b>Card Compatibility</b> 1. Card Thickness: 10-40 mil 2. Card Size: CR-80, ISO 7810 format, Type ID-1	01		

You are requested to submit the sealed quotation by courier/speed post with complete details of specifications, terms & conditions etc. latest by **16.03.2016 at 12:00 noon**. Quotations duly sealed may be dropped in the tender box placed in the office of the Deputy Registrar (E), IIIT-A. Basic rate, taxes and freight charges etc. must be quoted separately, F.O.R. destination at IIIT-A, Jhalwa, Allahabad.

**Note:**

1. F.O.R. destination at IIIT-A, Deoghat Jhalwa, Allahabad.

2. Quoted rate should be valid at least for 60 days.
3. Enquiry must be quoted in prescribed format as above on the letter head of the firm/vendor with seal and signature.
4. Supply within 4-5 weeks from the receipt of the Purchase order. If, the supply delayed beyond the stipulated time of completion of supply penalty of 1% per weeks of total cost may be imposed at the discretion of competent authority. The penalty may be upto 10% of the total cost.
5. In view of wide publicity the details are also available on our web site ([www.iiita.ac.in](http://www.iiita.ac.in)), may be seen.
6. Payment will be made within fifteen days after satisfactory report from users end.
7. May feel free to contact on E-mail-[info.purchase@iiita.ac.in](mailto:info.purchase@iiita.ac.in), Ph. No. : 0532-2922051.
8. Kindly quote your Income Tax PAN No./TIN No., Service Tax Registration No. etc. mandatorily on the quotation raised by you. If PAN No. not quoted, 20% Tax will be deducted at source.
9. The lowest rate will not be the basis of claim to get the order.
10. All disputes are subject to Jurisdiction of Allahabad Courts.
11. Kindly mention enquiry reference number, subject, due date contact address etc on your quotation. Incomplete quotation will not be accepted.
12. Kindly quote your email ID and Bank details etc.



**(Dr. Seema Shah)**  
**Deputy Registrar (E)**

**Copy to:**

- Hon'ble Director for kind information.