

**SUPREME COURT OF INDIA**  
**ADMN. MATERIAL (P&S)**

F. No.: QR Code Kit/2019  
Dated : 21<sup>st</sup> November, 2019

**Last date for**

**Submission of Tender: 12<sup>th</sup> December, 2019 up to 03:00 p.m.**

**NOTICE INVITING TENDER FOR SUPPLY OF QUICK-RESPONSE - QR CODE KIT (LABEL PRINTERS, SCANNERS, STICKER LABEL, ROLLS AND RIBBONS)**

Sealed tenders are invited for supply of QR code label printers, scanners, sticker label, rolls and ribbons from reputed IT/Office Automation dealers based in Delhi as per Proformas enclosed herewith at **Annexure-'A' and 'D'**. Tenderers are advised to **visit the Registry on 2<sup>nd</sup> December, 2019 at 11:30 a.m. for Pre Bid Meeting** being convened to clarify doubts and queries regarding the use of aforesaid items, before finally submitting their bids on or before the last date mentioned in this document.

Interested parties, if so desire, may contact Branch Officer, Admn. Material (P&S) telephonically or personally visit at Reception Counter No.42 for any clarification on any working day between 10.30 A.M. and 4.00 P.M. (except Saturdays & holidays) on Telephone Nos. 23111483 and 23112235.

**A. TENDER**

1. The tender should be sent in Three Sealed Envelopes superscribed with (a) "Earnest Money for QR Code Kit", (b) "Technical Bid for QR Code Kit" and (c) "Financial Bid for QR Code Kit" by post sufficiently early so as to reach the Registry within date and time or may be delivered to the undersigned. If tender is sent through Special Messenger, an authority letter from the tenderer with proof of identity may also be given to the Messenger so that he/she could show the same along with his/her own identity proof to the Reception Officer at Reception Counter No.42 for issuance of entry pass.

2. The tenderers are expected to examine all the instructions, Proformas, terms & conditions and specifications in the tender documents. Failing to furnish all information required by the tender document in any respect will be at the tenderer's risk and may result in the rejection of the tender.

3. The tender must be received not later than the date & time specified for submitting the same. In case, the date of submitting the tender will be declared as holiday by the Govt. of India then next working day of the Registry will be treated as due date of Tender.

### **B. TERMS AND CONDITIONS OF TENDER**

4. The tenderers are required to quote their lowest rate per unit for supply of QR Code Kit in **Annexure-'D'** enclosed herewith and the rates should be valid for a period of 60 days from the date of opening of Tenders. The tenderer shall not be entitled during the said period of 60 days to revoke or cancel its tender or to vary the tender or any terms thereof.

5. The tenderers are required to send their tender along with Demand Draft drawn in favour of "The Registrar (Admn), Supreme Court of India" towards **Earnest Money Deposit of Rs. 20,000/-** for supply of QR Code Kit (Name of the firm, telephone number and name of the item may be written on the reverse side of the Demand Draft). No interest will be payable on EMD. If EMD is exempted, Certificate has to be submitted along with the tender documents.

6. Earnest Money Deposit of tenderers would be returned by way of RTGS/NEFT or cheque after the contract has been finally awarded to the successful tenderer. A copy of cancelled cheque is required to facilitate refund of EMD amount.

7. Hypothetical or conditional Tender shall not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. If the tender is withdrawn or altered by the

concerned party at any time after it is submitted, EMD submitted by tenderer may be confiscated and in future the tenderer may be debarred to participate in the tender process of the Supreme Court.

8. The Registry will deal with the tenderer directly and no middlemen/commission agents etc. should be asked by the tenderer to represent the cause and they will not be entertained by the Registry.

9. Over-writing/over-typing or erasing of the figures which render the tender doubtful or ambiguous are not allowed and shall render the tender invalid.

10. The Registry, in its discretion, reserves the right to reject or accept any or all tenders, partly or completely, at any time without assigning any reason thereof.

11. Each tenderer has to certify that all the terms and conditions are acceptable to him.

**12. The tenderers are advised to visit the Registry on 2<sup>nd</sup> December, 2019 at 11:30 a.m. for a Pre Bid Meeting to be convened by Deputy Registrar (Computer Cell) before finally submitting their bids on or before the last date mentioned in this document.**

13. Tenderers are required to fill the Technical Specifications Compliance Sheet as at **Annexure- 'C'**. Financial Bids of only the technically-qualified tenderers shall be opened.

### **C. TERMS & CONDITIONS OF THE SUCCESSFUL TENDERER**

14. The successful tenderer shall have to deposit **Performance Security @ 5% of the total amount of the Purchase Order** by way of Bank Guarantee drawn in favour of "The Registrar (Admn), Supreme Court of India, New Delhi." The Performance Security amount will be released after two months from the date of final bill payment and after satisfactory supply of the material, whichever is later.

15. The supply of the material as per the required specifications shall be required to be made within 7 days in the Registry (F.O.R. Destination) on receipt of the Purchase Order; in case supply is not made within the stipulated time and the Registry is forced to make short purchase to meet the emergent demand, the tenderer will be liable to make good the loss due to difference which the Registry may directly deduct from Bill/Security Deposit. Non-availability of raw material/items shall not be accepted as a ground for delay in supply and shall equally be penalised.

16. Supply of QR Code Kit is to be made on bill basis. The payment is normally made after full supply is received and accepted as per specifications/requirement.

17. Even after awarding the Supply Order, the Registry reserves the right to terminate the same at any time, if the services of the tenderer are not found satisfactory.

18. The tenderer shall give an undertaking (**as per Annexure 'B'**) that the firm/ Partners/ Director/ Proprietor has not been blacklisted and its business dealings with Central/State Government/Public Sector units/ Autonomous bodies have not been banned/ terminated on account of poor performance.

19. The successful tenderer will have to abide by the terms and conditions as may be fixed from time to time by the Registry.

20. The materials supplied will be inspected by an Inspection Committee of Senior Officers of the Registry and in case the supply is not found in conformity with the approved samples and any complaint is received about its quality and performance during the course of their use/utilization, the entire supply will have to be replaced with the good quality exactly commensurate with approved specifications at the cost of the tenderer. The decision of the Committee in this regard shall be final.

21. The payment will be made only after full supply is received and accepted as per approved samples against single supply order.

#### **D. PENALTIES**

22. If delivery is not made in given time and the Registry is required to make purchase from outside at higher rates, the loss, if any, sustained by the Registry would be recovered from the tenderer.

23. Irrespective of the fact as to whether or not the Registry makes purchases from outside, the Registry may impose penalty up to **1% per week subject to maximum of 10%** of total cost of delayed articles, or of forfeiting the performance security if the delay is due to wilful laches or negligence on the part of the tenderer irrespective of inconvenience caused to the Registry.

24. The Security Deposit shall stand forfeited in case of breach of any of the conditions mentioned herein or if the supply of the items is found unsatisfactory/not as per specifications.

#### **E. INVITATION OF TENDER**

Interested parties may send their Tenders in Three sealed envelopes superscribing (a) "Earnest Money for Supply of QR Code Kit", (b) "Technical Bid for Supply of QR Code Kit" and (c) "Financial Bid for Supply of QR Code Kit" addressed by name to the undersigned so as to reach on or before 12<sup>th</sup> December 2019 up to 3:00 P.M. which will be opened on the same day at 3:30 P.M. in the Registry by a Committee of Officers in the presence of the tenderers or their authorized representatives who may wish to remain present there at that time. The tenders received after due date and/or time or without

Earnest Money Deposit will not be entertained. In the first instance, envelopes containing Earnest Money may be opened and thereafter the envelopes containing Technical Bids **(Annexure-'C')** will be opened. The envelopes containing Financial Bids **(Annexure-'D')** will be opened at a later date and time to be communicated only to the tenderers who are found technically-qualified.

Sd/-

(B.L.N. Achary)

Additional Registrar (AM)

**ANNEXURE-'A'****Supreme Court of India  
Admn. Material (P & S)**F. No.: QR Code Kit/2019  
Dated : 21<sup>st</sup> November, 2019**Last date for  
Submission of Tender: 12<sup>th</sup> December, 2019 up to 03:00 p.m.****NOTICE INVITING TENDER FOR SUPPLY OF QR CODE KIT**(Proforma to be filled by the Tenderer)

1. Name of the Tenderer : \_\_\_\_\_  
with Delhi Address
2. Name of the Contact Person  
with Telephone/Mobile No./  
Fax No./E-Mail ID : \_\_\_\_\_
- 3 PAN No. : \_\_\_\_\_ (Attach Proof)
- 3A. GST Registration No. : \_\_\_\_\_ (Attach Proof)
4. Whether all the terms & conditions  
of NIT are acceptable : Yes/No : \_\_\_\_\_
5. Whether rates are inclusive/exclusive  
of GST.  
Please mention it clearly : \_\_\_\_\_
6. Discount, if any : \_\_\_\_\_
7. FOR: Supreme Court Registry : \_\_\_\_\_
8. Whether Undertaking of Non-blacklisting attached: \_\_\_\_\_
9. Whether empanelled with the Registry  
enclose proof with tender document: \_\_\_\_\_
10. Delivery Schedule : \_\_\_\_\_
11. Name & address of the Govt. Offices etc.  
of which the tenderer is

having the contract (For QR Code Kit)  
with name of contact person and  
his telephone/mobile number: \_\_\_\_\_

12. Details of previous experience  
in the field & infrastructure of the Company: \_\_\_\_\_

13. Whether EMD is submitted or  
Certificate for its exemption is enclosed: \_\_\_\_\_

Dated:

Signature  
(Name of firm with stamp)

**UNDERTAKING**

I/We undertake that (name of the company) has not been blacklisted/banned by any Government Department/Public Sector undertaking/Autonomous Body.

Signature of the authorised  
signatory of the firm/company/  
organisation/Official Stamp/Seal.

Date:  
Place:

**TECHNICAL BID**  
**SPECIFICATIONS COMPLIANCE SHEET**

Sl. No.	Technical Specifications	Compliance (YES / NO)
	<b><u>(A) QR Code Label Printer</u></b>	
1	Direct Thermal (d) and Thermal Transfer (t) printing of barcodes, text and graphics must be supportive.	
2	200 DPI and more	
3	Interface: Ethernet, USB, Roll width: 3” to 5”	
4	OS compatibility: android , ubuntu (Linux) along with Windows 7	
5	Print Content : QR/bar Codes, text, graphs	
6	RAM must be 8MB or above (Preferably to print a set of 100 continuous stickers (of dimensions given in its respective head) without any overhead on host PC)	
7	Web Access : API/SDK to access and control the device (print, configuration etc) from desktop app and web browsers-chrome, firefox etc, via Java Script (thereby skipping the step to go through web browser’s inbuilt print dialog)	
8	Input power supply : 200 to 240 V - AC	
9	Linear & 2-D barcode symbology’s printing capacity	
10	Must have label cutter	
11	Printing barcode modulus “X” dimension: 5 mil to 50 mil	
12	Media Width: .75 - 4.49" (19.1 - 114 mm)	
13	Media Type: - Roll-fed or fan-fold - Label stock (die cut or continuous, direct thermal or thermal transfer) - Receipt paper (continuous, direct thermal)	
14	Ribbon Width: 1.33 - 4.3" (33.8 – 109.2 mm)	

15	Ribbon Capacity: 1 ribbon roll per 4 rolls of media (300 M); Ribbon Type: wax, wax/resin and resin.	
16	Barcode ratios: 2:1 (non-rotated) and 3:1, 2-dimensional barcodes: PDF417, MicroPDF-417, Code 49, Maxicode, Codablock, Data Matrix, QR code, and Aztec	
	<b><u>(B) QR Code Scanner</u></b>	
1	1D & 2D Bar Code scanning capability – particularly QR Codes, preferably capability to scan Aadhar QR Code	
2	Scan rate of around 1000 characters per second	
3	Handheld USB (2.0 or above) based, with cord length of 1.5 meter or more (without any delay or loss in data transfer)	
4	OS compatibility: android , ubuntu (Linux) along with Windows 7	
5	Light Source Aiming pattern: 617 nm LED Illumination: 660 nm LEDs or above	
6	Capability to scan bar code shown on mobile/tablet/desktop screens under varying lighting conditions	
7	An IP rating of 40 and above for protection against fluid spills and dust etc.	
8	Handheld USB	
9	Web Access : API/SDK to access and control the device (start scan, stop scanning, receive data, scan by physical button on device may fire appropriate events for receiving each of the QR separately configuration etc.) from desktop apps and web browsers-chrome, firefox etc, via Java Script (event listener [not the usual keyboard typing event] and others)	
10	Interfaces Supported USB, RS232, Keyboard Wedge, RS485	

11	Motion Tolerances Up to 30 in. / 76.2 cm per second or above	
12	Shal serve a 6 ft./1.83 m drop to concrete or above	
13	Must have beeper and frequency toner	
14	Scan rates of around 1000 characters or above	
15	USB based cord length with minimum 1.5 mtr.	

<b>Sl. No.</b>	<b>Technical Specifications</b>	<b>Compliance (YES / NO)</b>
	<b><u>(C) Sticker Label Rolls, Ink Ribbons</u></b>	
1	Ink Ribbon as compatible with he label printer to be procured of 3M quality or equivalent	
2	Sticker roll (white colour) with each sticker of dimension 4" x 2", thickness upto 0.20mm	
3	Ink ribbon material : wax-resin( the ink ribbon should be made of an amalgamation of wax and resin).	
4	Sticker roll (white color) with each sticker of dimension 4" (as measured at the printer's mouth) X 2"; thickness close to 0.20 mm	

**ANNEXURE-'D'**

**Supreme Court of India  
Admn. Material (P & S)**

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**NOTICE INVITING TENDER FOR SUPPLY OF QR CODE KIT**

(Proforma to be filled by the Tenderer)

**Financial Bid**

<b>Item Name</b>	<b>Quantity required to be purchased</b>		<b>Price per unit (In Rs.)</b>	<b>GST% extra applicable</b>	<b>Total net price per unit (In Rs.)</b>
QR Code Label Printers	7				
QR Code Scanners	40				
Sticker Label Rolls	—				
Ink Ribbons	—				