



# Hooghly-Chinsurah Municipality

Mahendra Mitra Road, Pipulpati, PO & Dist. - Hooghly

Tel: 2680-2899/2319; Fax.: 2680-6091

e-mail: hooghch@yahoo.com; Website: www.hcm.net.in

Memo No.: 6344

Date: 14 /12/2021

## **Notice Inviting Quotation for the supply of Digital Photocopier Machine and Accessories for the Establishment section and offer for buyback of the old photocopier running in the same section.**

Sealed quotation are hereby invited from eligible experienced, bonafide, resourceful and authorized dealer/distributor, manufacturer and computer, photocopier agencies for supply and installation of above items **on or before 04 /01/2022 up to 2.30 pm.**

The agency should submit Technical and Financial bid separately along with other credentials and **self attested documents** (like income tax clearance, professional tax, PAN card, Trade license, GSTIN, Balance sheets 2020-21 and 2021-22, etc) in a single envelope. The sealed envelope should be super scribed "**Quotation for the supply of Digital Photocopier Machine and Accessories and offer for buyback of old photocopier**" vide notice no. \_\_\_\_\_ and addressed to the Chairman, Hooghly Chinsurah Municipality. **with 2% EMD as usual.**

The quotation will be opened on the same day i.e. on **04 /01/2022 at 3.00 pm.** Bidders may remain present at the time of opening the quotation. Wherever options are given in the specification separate rates should be given for the options.

### **Items required:**

Sl. No.	Item required	Specification	No. of items required
1.	<b>Brand New Digital Photocopier Machine - Canon IR 2625i (latest model as on date)</b>  <b>with</b>  <b>DADF for above digital photocopier (Canon IR 2625i)</b>	Canon IR 2625i - A3 size with network printer and colour network scanner A3 size, automatic both side printing (duplex), Copy and print speed 25 ppm, , Multicopy 9999 sheets, zoom 25% to 400% (1% increment, warm up time - less than 30 seconds, double front loading cassette and stack bypass, WiFi printing and scanning, mobile printing and scanning, direct USB flash drive scanning and direct USB flash drive printing.  Warranty - Onsite 2 (two) years from manufacturer (Canon).  Also refer Annexure 'A' for more Specification in addition to above.	1
	<b>Offer for Buyback of old running digital photocopier (in "as is condition") Canon iR 2006N</b>		
2.	<b>Trolley / Pedestal for Canon IR 2625i</b>		1
3.	<b>Autocut 2KV voltage stabilizer compatible for Canon IR 2625i</b>		1

The above required quantities may increase / decrease but the prices quoted should remain the same during further purchase.

The above tender is item wise rate tender i.e. each item will be evaluated separately. The rate for item no.1 (digital photocopier) will be considered after deducting the value of the buyback offer for the old photocopier Canon iR 2006 N.

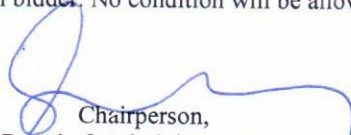
(continued ...)

**Terms and Conditions**

The rate shall be inclusive of all taxes & duties, delivery and installation charges, training, support and others. **The items should be delivered and installation work should start within 7 (seven) days from the date of placing the order and total installation work should be complete within the same day.** All training materials and manuals must be supplied.

The undersigned reserves the right to accept or reject any or all of the quotations without assigning any reasons thereof. Acceptance and issue of work order for all the items of the quotation is also not guaranteed. The undersigned has the sole discretion regarding issue of work order item wise to the suitable individual bidder. No condition will be allowed from the bidders. All necessary softwares and user manuals should be supplied.

Rates quoted shall remain firm till the completion of work.

  
Chairperson,  
Board of Administrators,  
Hooghly - Chinsurah Municipality

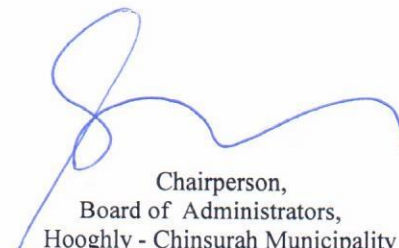
Memo No: 6344/9

Date: 14/12/2021

Copy forwarded to for information and necessary action to:

- 1) The Executive Officer, HCM.
- 2) The Finance Officer, HCM.
- 3) Head Clerk, HCM.
- 4) Accountant, HCM
- 5) The Store Keeper
- 6) Website of HCM
- 7) Office Notice Board
- 8) The Echo of India
- 9) Lipi Bangla

  
Chairperson  
Board of Administrators  
Hooghly Chinsurah Municipality

  
Chairperson,  
Board of Administrators,  
Hooghly - Chinsurah Municipality


Memo No: 6344/8

Date: /12/2021

Copy forwarded to with a request to display on the office notice board for wide publicity:

- 1) The District Magistrate, Hooghly
- 2) The Sub Divisional Officer, Sadar, Hooghly
- 3) The Sabhadipati, Hooghly Zilla Parishad
- 4) The D.I.C.O., Hooghly, (Rabindra Bhawan), Chinsurah, Hooghly
- 5) The D.I. Primary, Hooghly
- 6) The D.I. Secondary, Hooghly.
- 7) The Deputy Director of Local Bodies, Hooghly
- 8) D.P.S.C, Hooghly

  
Chairperson  
Board of Administrators  
Hooghly Chinsurah Municipality

  
Chairperson,  
Board of Administrators,  
Hooghly - Chinsurah Municipality

  
Chairperson  
Board of Administrator  
Hooghly Chinsurah Municipality

## ANNEXURE 'A'

**SPECIFICATION:****Main Unit**

<b>Machine Type</b>	A3 Monochrome Laser Multifunctional
<b>Core Functions</b>	Print, Copy, Scan, Send and Optional Fax
<b>Control Panel</b>	Standard: 7 inch TFT LCD WVGA Colour Touch panel
<b>Memory</b>	Standard: 2.0GB RAM
<b>Storage</b>	eMMC Standard: 30GB
<b>Paper Supply Capacity (A4, 80gsm)</b>	Standard: 1,200 sheets Maximum: 2,300 sheets (with Cassette Feeding Unit-AN1)
<b>Paper Output Capacity (A4, 80 gsm)</b>	Standard: 250 sheets Maximum: 545 sheets (with Inner Finisher-J1)
	Upper Cassette 1: Standard size: A4, A4R, A5R, B4, B5, B5R Custom size: Min. 139.7 x 182.0 mm up to 297.0 x 390.0 mm
	Lower Cassette 2: Standard size: A3, A4, A4R, A5R, B4, B5, B5R Custom size: Min. 139.7 x 182.0 mm up to 297.0 x 431.8 mm
<b>Supported Media Sizes</b>	Multi-purpose tray: Standard size: A3, A4, A4R, A5, A5R, A6R, B4, B5, B5R, Envelopes [No. 10(COM 10), Monarch, ISO-C5, DL] Custom Size/Free Size: Min. 98.0 x 148.0 to 297.0 x 431.8 mm
<b>Supported Media Weights</b>	Paper Cassettes (1/2): 60 to 128 gsm Multi-purpose tray: 52 to 220 gsm (Thin: vertical grain paper feed only: 52 to 59 gsm) Duplex: 60 to 105 gsm
<b>Warm-up Time (Quick start mode:ON)</b>	12 seconds or less* <sup>1</sup> From Sleep Mode: 10 seconds or less 4 Seconds or less* <sup>2</sup>
<b>Dimensions (W x D x H)</b>	iR 2625i: 586 x 700 x 818 mm (with Platen Cover type Z) <sup>3</sup>
<b>Installation Space (W x D)</b>	iR 2630i/2625i: 1363 x 1273 mm (with DADF-AZ1)* <sup>4</sup> iR 2625i: 1363 x 1260 mm (with Platen Cover type Z)* <sup>4</sup>
<b>Weight</b>	Standard: iR 2630i/2625i: Approx. 66.8 kg without toner

**Print**

<b>Print Speed (ppm)</b>	iR 2625i:
<b>Print Resolution (dpi)</b>	25 ppm (A4), 15 ppm (A3) 1,200 x 1,200
<b>Page Description Languages</b>	Standard: UFR II, PCL 6 Optional: Genuine Adobe PostScript 3
<b>Fonts</b>	PCL fonts: 93 Roman, 10 Bitmap fonts, 2 OCR fonts, Andalé Mono WT J/K/S/T* <sup>5</sup> (Japanese, Korean, Simplified and Traditional Chinese), Barcode fonts* <sup>6</sup> PS fonts: 136 Roman
<b>Operating System</b>	UFR II: Windows® 7/8.1/10/Server 2008 /Server 2008 R2/Server 2012/Server 2012 R2/Server 2016/Server 2019, MAC OS X (10.9 or later) PCL: Windows® 7/8.1/10/Server 2008/Server 2008 R2/Server 2012/Server 2012 R2/Server 2016/Server 2019

PS: Windows® 7/8.1/10/Server 2008/Server 2008 R2/ Server 2012/Server 2012 R2/Server 2016/Server 2019, MAC OS X (10.9 or later)  
PPD: Windows® 7/8.1/10, MAC OS X (10.9 or later)

## Copy

<b>Copy Speed (ppm)</b>	iR 2625i: 25 ppm (A4), 15 ppm (A3)
<b>First-Copy-Out Time (A4)</b>	iR 2645i/2635i: Approx. 3.9 seconds or less
<b>Copy resolution (dpi)</b>	Reading: 600 x 600 Printing: Up to 1,200 x 1,200
<b>Multiple Copies</b>	Up to 9,999 copies
<b>Copy Density</b>	Automatic or Manual (9 Levels)
<b>Magnification</b>	25% - 400% (1% Increments)
<b>Preset Reductions</b>	25%, 50%, 61%, 70%, 81%, 86%
<b>Preset Enlargements</b>	115%, 122%, 141%, 200%, 400%

## Scan

<b>Selectable Type</b>	iR2645i <b>Optional</b> Document Feeder(DADF-BA1) or Platen Cover Type Y 2625i: <b>Optional</b> Document Feeder(DADF- or Platen Cover Type Z
<b>Document Feeder Paper Capacity (80 gsm)</b>	DADF-BA1: 100 Sheets DADF-AZ1: 50 Sheets Platen (DADF-BA1): Sheet, Book, 3-Dimensional Objects Platen (DADF-AZ1) : Sheet, Book  Document Feeder media weight:  DADF-BA1:  1-sided scanning: 38 to 128 gsm (BW), 64 to 128 gsm (CL)*7  2-sided scanning: 50 to 128 gsm (BW), 64 to 128 gsm (CL)  DADF-AZ1:  1-sided scanning: 38 to 128 gsm (BW/CL)  2-sided scanning: 38 to 128 gsm (BW/CL) * 8 Platen: Max. scanning size: 297.0 x 431.8 mm Document Feeder media size: DADF-BA1: A3, A4, A4R, A5, A5R, B5, B5R, B6, B4R Custom size: 128.0 x 139.7 mm to 297.0 x 431.8 mm DADF-AZ1: A3, A4, A4R, A5, A5R, B5, B5R, B4R Custom size: 128.0 x 148.0 mm to 297.0 x 431.8 mm  DADF-BA1: 1-sided Scanning: 55/55 (BW/CL; 300 dpi), 45 (BW; 600 dpi) 2-sided Scanning: 27.5/27.5 ((BW/CL; 300 dpi), 22.5 (BW; 600 dpi)
<b>Acceptable Originals and Weights</b>	
<b>Supported Media Sizes</b>	
<b>Scan Speed (ipm: BW/CL; A4)</b>	
<b>Scan Resolution (dpi)</b>	Copy: 600 x 600

Send: (Push) up to 600 x 600, (Pull) up to 600 x 600  
Fax: up to 600 x 600

**Pull Scan Specifications** Colour Network ScanGear2. For both TWAIN and WIA  
Supported OS: Windows® 7/8.1/10  
Windows® Server 2008/Server 2008 R2/Server 2012/Server 2012 R2/Server 2016

**Scan Method** Send functionality available on all models  
Scan to USB Memory Key: Available on all models  
Scan to Mobile Devices and cloud-based services: A range of solutions is available to provide scanning to mobile devices or cloud-based services depending on your requirements. Please contact your sales representative for further information.  
TWAIN/WIA Pull scanning available on all models

### Send

**Destination** E-mail/Internet FAX (SMTP), SMB, FTP, WebDAV, Super G3 FAX (Optional)  
**Address Book** LDAP (2,000)/Local (1,600)/Speed dial (200)  
**Send Resolution (dpi)** Push: 600 x 600  
Pull: 600 x 600, 400 x 400, 300 x 300, 200 x 200, 150 x 150, 75 x 75  
**Communication Protocol** File: FTP (TCP/IP), SMB (TCP/IP), WebDAV  
E-mail/I-Fax: SMTP (send), POP3 (receive)  
**File Format** Standard: TIFF (MMR), JPEG<sup>\*9</sup>, PDF (Compact, PDF A/1-b, Encrypted), XPS (Compact), PDF/XPS (Device Signature)  
Optional: PDF (Trace & Smooth), PDF/XPS (User Signature, Searchable), Office Open XML (PowerPoint, Word)

### Fax

<b>Optional / Standard</b>	<b>Optional</b> on all models
<b>Maximum Number of Connection Lines</b>	1
<b>Modem Speed</b>	Super G3: 33.6 kbps G3: 14.4 kbps
<b>Compression Method</b>	MH, MR, MMR, JBIG
<b>Resolution (dpi)</b>	400 x 400 (Ultrafine), 200 x 400 (Superfine), 200 x 200 (Fine/Photo), 200 x 100 (Normal)
<b>Sending / Recording Size</b>	A3, A4, A4R, A5 <sup>*10</sup> , A5R <sup>*10</sup> , B4, B5 <sup>*11</sup> , B5R <sup>*10</sup>
<b>FAX / Memory</b>	Up to 30,000 pages
<b>Speed Dials</b>	Max. 200
<b>Group Dials / Destinations</b>	Max. 199 dials
<b>Sequential Broadcast</b>	Max. 256 addresses
<b>Memory Backup</b>	Yes

### Store

**Memory Media** Standard: USB Memory

### Security

**Authentication** Standard: uniFLOW Online Express, User Authentication, Department ID Authentication, Access Management System, Picture Login  
Optional: My Print Anywhere secure print (Requires uniFLOW)

**Network** Standard: IP/Mac Address Filtering, IPSEC, TLS Encrypted Communication, SNMP V3.0, IEEE 802.1X, IPv6, SMTP Authentication, POP Authentication before SMTP, S/MIME

**Document** Standard: Secure Print, Encrypted PDF, Encrypted Secure Print, Device signature  
Optional: User signature

### Environmental

<b>Operating Environment</b>	Temperature: 10 to 30 °C (50 to 86 °F) Humidity: 20 to 80 % RH (Relative Humidity)
<b>Power Source</b>	220-240 V , 50/60 Hz , 5.2 Amp
<b>Power Consumption</b>	Maximum: Approx. 1500W Standby: Approx. 20W Sleep mode: Approx. 0.6 W

### Consumables

<b>Toner Cartridge/s</b>	NPG-84 Toner Black
<b>Toner (Estimated Yield @ 6% Coverage)</b>	Black: 30,000 impressions (A4)

### Paper Supply Options

<b>CASSETTE FEEDING UNIT-AN1</b>	Paper Capacity: 550 sheets x 2 (80 gsm) Paper Type: Thin, Plain, Thick, Colour, Recycled, Pre-punched Paper Size: A3, A4, A4R, A5R, B4, B5, B5R, Custom size: 139.7 x 182.0 to 297.0 x 431.8 mm Paper Weight: 60 to 128 gsm Power Source: From the Main Unit Dimensions (W x D x H): 565 x 650 x 248 mm (attached to the main unit) Weight: Approx. 23.5 kg
<b>ENVELOPE FEEDER ATTACHMENT-D1</b>	Attaches to the 2nd paper drawer for easy envelope feeding. Holds up to 50 envelopes.

### Output options

<b>INNER 2WAY TRAY-L1</b>	Allows the separation of copies, prints and faxes. Adds a second internal output tray to give a combined output capacity of 350 sheets (upper tray 100 sheets/lower tray 250 sheets). Number of Trays: 2 Upper Tray Capacity <sup>*12</sup> : A3, A4, A4R, A5, A5R, A6R, B4, B5, B5R: 45 sheets Lower Tray Capacity <sup>*12</sup> : A4, A5, A5R, B5: 500 sheets, A3, A4R, B4, B5R 250 sheets, A6R: 30 sheets Paper Weight: 52 to 220 gsm Staple Position: Corner, Double
<b>INNER FINISHER-J1 (Internal)</b>	Staple Capacity: Corner and Double Stapling: A4/B5: 50 sheets (52 to 90 gsm) A3/A4R/B4: 30 sheets (52 to 90 gsm) Eco Staple: A3/A4/B4/B5: 5 sheets (52 to 64 gsm) 4 sheets (65 to 81.4 gsm) 3 sheets (81.5 to 105 gsm) Staple On Demand: 40 sheets (80 gsm) Dimensions (W x D x H): 604 x 535 x 205 mm (when the extension tray is extended) Weight: Approx. 7.3 kg

### Hardware Accessories

<b>Card Readers</b>	COPY CARD READER-F1 - Magnetic physical card access system. (Integrates with Department ID, not for use with uniFLOW) IC Card Reader Box-C2 COPY CARD READER ATTACHMENT-H3 - Attachment kit for Copy Card Reader-F1 only.
<b>Others</b>	UTILITY TRAY-B1 - Additional tray to hold an external USB keyboard Document Tray-J1 Platen Cover Type Z Platen Cover Type Y

### System and Controller options

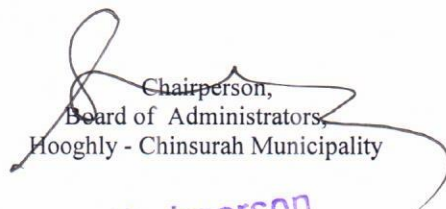
<b>Print Accessories</b>	PCL INTERNATIONAL FONT SET-A1 - Adds PCL support for Andalé Mono WT J/K/S/T (Japanese/Korean/Simplified Chinese/Traditional Chinese). PS PRINTER KIT-BT1- Provides networked printing support for Adobe PostScript 3 printing.
<b>Send Options</b>	Universal Send Digital User Signature Kit-C1 Universal Send Advanced Feature Set-H1
<b>Barcode Printing</b>	BARCODE PRINTING KIT-D1 - Provides the ability to print 1D and 2D barcodes on output using jet caps technology.
<b>System Accessories</b>	COPY CONTROL INTERFACE KIT-D1: Allows connection (CCVI I/F) between 3rd party copy control terminal and Canon's iR-ADV range for cost recovery use. SUPER G3 FAX BOARD-AV2
<b>FAX Accessories</b>	REMOTE FAX KIT-A1 - Enables the device to send and receive fax from another device connected with a fax board

### Mobile Printing and Scanning

### Other Options

<b>Accessibility Accessories</b>	ADF ACCESS HANDLE-A1 - Attaches to the document feeder, making access easier for seated users.
<b>Staple Cartridge</b>	STAPLE-P1 - For stapling (2 x 5,000 pcs)

1. Time from device power-on, until copy ready (not print reservation).
2. Time from device power-on to when key operations can be performed on the touch panel display.
3. With the multi purpose tray extended.
4. With Cassette open + 100 mm gap around the main body.
5. Requires optional PCL International Font Set-A1.
6. Requires optional Barcode Printing Kit-D1.
7. Only 1-sheet feeding is supported in 38-42 gsm. (Feeding is guaranteed but geometric distortion correction is not guaranteed.)
8. Only 1-sheet feeding is supported in 38-52 and 105-128 gsm. (Feeding is guaranteed but geometric distortion correction is not guaranteed.)
9. Single page only.
10. Sent as A4.
11. Sent as B4.
12. With 81.4 gsm paper.

  
Chairperson,  
Board of Administrators,  
Hooghly - Chinsurah Municipality

Chairperson  
Board of Administrators  
Hooghly Chinsurah Municipality

