HIGH COURT FOR THE STATE OF TELANGANA

TENDER NOTIFICATION

ROC.No.1155/2026-CPS

Sealed quotations are invited for supply of Twenty (20 Nos.) Flatbed Scanners with 05 (Five) Years on-site comprehensive warranty by Original Equipment Manufacturer (O.E.M) for the use of High Court for the State of Telangana at Hyderabad.

(Details of configuration are mentioned below)

Sl. No.	Component	Specification
1	**Make**	_____ (Specify)
2	**Model**	_____ (Specify)
3	Type	Desktop Type Flatbed Scanner with ADF
4	Supporting Paper Size on Flatbed	A4 andLegal size
5	Scanning sensor unit	CMOS-CIS x 2 (front x 1 , back x 1)
6	Optical resolution	600dpi/1200dpi or above
7	Light source	RGB-LED X 2 (front x 1 , back x 1)
8	Scanning side	Front / Back / Duplex
9	Interface	High speed USB 1.1 / USB 2.0 / USB 3.0
10	Black and White (a4, 200dpi)	ADF:20 ppm / 36 ipm or above
11	Colour (a4, 200 / 300 dpi)	10 ppm / 18 ipm (Colour / Grey scale / monochrome)
12	Output resolution	50 to 600 dpi (adjustable by 1 dpi increments), 1,200 dpi (driver)
13	Feeder capacity	50 sheets (A4:80g/m^2) or above
14	Supporting software / driver	To be mentioned
15	Supporting operating systems	All versions of Microsoft Windows, Ubuntu Linux and RHEL.
16	Environmental compliance	ENERGY STAR® and RoHS
17	**Warranty**	**Five (05) onsite comprehensive warranty from Original Equipment Manufacturer (O.E.M).**

NOTE-1: Whole of the above configuration should be read as "the same, equivalent or better/more".

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TERMS AND CONDITIONS

1) Bidder should have at least **three (03) years of experience** in the sales, service and support and be an Authorised Sales and Service Provider for the Model which is offered. Dealership Authorisation letter from O.E.M valid up to 31-03-2026 and O.E.M support letter for five (05) years should be enclosed to the tender.

2) Bidders should enclose copies of valid registration of V.A.T., PAN No. and Service Tax.

3) The bidder should have minimum one authorized service centre in Hyderabad as on bid calling date. Details of the service centre and service personnel should be enclosed.

4) The bidder should furnish the information on major past supplies under the product/service for the last three financial years and satisfactory performance report from customers.

5) The Registrar (I.T.)-cum-Central Project Coordinator may at his discretion ask the bidder for clarification of their bids including price.

6) **DELIVERY AND INSTALLATION PERIOD:** Not later than two (02) weeks from the date of issue of purchase order.

7) The successful bidder will have to furnish unconditional Bank Guarantee @10% of purchase value to the High Court for the State of Telangana at Hyderabad valid for a period of five (05) years within 15 working days of issue of Purchase Order, towards service guarantee.

8) The successful bidder has to deliver the Scanners at High Court and install the same at the concerned location at the earliest.

9) **PAYMENT TERMS:** On successful and satisfactory installation and on the submission of unconditional Bank Guarantee of 10% of the total amount from a nationalized/scheduled bank towards due performance of warranty, on submission of Advance Stamped Receipt in triplicate, the amount will be credited to the Bank account of the successful bidder through the Pay & Accounts Officer (P.A.O)., Hyderabad.

10) Price (Indian Rupees) indicated shall be **inclusive of all taxes applicable**.

11) The successful bidder shall demonstrate the model offered by them to the High Court well in advance for testing purpose before delivery of the product.

12) **WARRANTY:**

    a) Five (05) years comprehensive onsite warranty and support by the Original Equipment Manufacturer (O.E.M) for Scanners and Power adaptor from the date of installation, including free provision of spare parts, kits as and when necessary.

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b) If the defective Scanners is not made operational beyond 48 hours after the complaint (during the warranty period), the Firm will be required to provide a stand-by Scanners of the same or higher configuration, failing which a penalty of Rs.200/- per day till the Scanners is rectified will be imposed after 48 hours.

c) Warranty period begins from the date of satisfactory installation, commissioning and certified by the High Court for the State of Telangana at Hyderabad.

d) On completion of the Warranty period, the unconditional Bank Guarantee will be released after satisfying that proper free warranty support has been provided during warranty period of five (05) years for the Scannerss. The High Court reserves the right to recover pending amounts of penalty if any, from the amount of bank guarantee.

13) The Registrar (I.T.)-cum-Central Project Coordinator, High Court for the State of Telangana at Hyderabad, reserves the right to accept or reject the offers without assigning any reasons.

Tender submitting address: The Registrar (I.T.)-cum-Central Project Coordinator, 6th Floor, Administrative Building, High Court for the State of Telangana, Near City College, Hyderabad-500066.

Note: Please write Firm Address with cell phone number and contact person details on the sealed cover.

The intending bidders shall submit their sealed quotations according to above specifications to the undersigned **on or before 15-09-2026 (Tuesday) during the office hours.**

HYDERABAD
Date: 08-09-2026

REGISTRAR (I.T.)-cum-
CENTRAL PROJECT COORDINATOR