

Visva-Bharati, Santiniketan
Central Purchase & Stores

Memo No. CS-5/2009-2010/Q/ 7

20.12.2009

Notice inviting Tender/Quotation
for supply, installation, missionary training, post sale service etc. of Photocopier Machine with Printer

Sealed quotations are invited from bonafide, resourceful, experienced suppliers having IT/VAT, Professional Tax clearance certificates for purchasing the following items. The quotation documents, if not completed in all respects, will not be considered. The suppliers should quote rates in figures as in words. Quotations should be sent through Courier Service or through Registered Post.

Conditions:

1. Rates should be quoted inclusive of all taxes and charges of delivery to destination, insurance, packing & forwarding etc.
2. Delivery of materials must be made within such days as would be mentioned in the supply order
3. In case the bidder is manufacturer/authorized dealer of the materials/equipment for the particular zone and period, documentary proof should be attached.
4. Attested Copies of VAT, IT,PT Clearance Certificates, Trade License etc. should be attached.

The University reserves the right:-

1. Of accepting or rejecting any or all quotations without assigning any reason thereof.
2. Of distributing the order for supply among several suppliers if it considers necessary.
3. Not to allow one supplier to supply more than one item concurrently.

Last date of submission of quotation is 14.01.2010 within 4.00 P.M.

Other details will be available from the Purchase & Stores section, Central Office, Visva-Bharati.

Items required

A. Photocopier Machine with Printer

Specifications

1. Digital Laser Copier with printer, copying and printing resolution 600 x 600dpi (minimum), copier engine based, with specified zoom ratio increment of 1% suitable for operation on single phase AC 230 +/-10 % Volts, 50 Hz, preset enlargement and reduction steps, 250 sheet tray capable of multiple copying up to 99 copies.
2. Please specify your buy back offer.
3. Warranty (years) 1/2/3 (Min. 1 year)
4. AMC (Annual Maintenance Contract) terms and rate: (after expiry of the warranty period)
5. Please specify your post sale service & Training to users.

Registrar
Visva-Bharati

Memo.No. CS-5/2009-2010/Q/7 Dated: 20.12.2009

Copy to:

In-Charge V.B. Computer Centre, with a request to upload this notice in the University website.

Copy forwarded to the following Govt. Officer with a request for displaying the tender notice on the notice boards of their respective offices for publicity to:-

1. Branch Manager, State Bank of India, Santiniketan Branch
2. Station Master, Bolpur Railway Station
3. Sub-Divisional Officer, Bolpur
4. Post-Master, Santiniketan Post Office
5. Registrar's Office Notice Board

Registrar
Visva-Bharati