



**CENTRE FOR DIASPORA STUDIES  
UNIVERSITY OF KERALA**

Karivavattom Campus, Thiruvananthapuram, 695581  
Phone. 0471 2308425, 9847564447

CDS/PRNT/ PART-QUOT/01/26

18/02/2026

**QUOTATION NOTICE**

Competitive quotations are invited from reputed firms/manufacturers for the Supply of the following items as per the minimum specification given below for the use of Centre for Diaspora Studies, University of Kerala, Kariavattom Campus.

1	Name of the Item	<b>Parts of Canon IRC 3020 Printer</b>
2	Documents to be submitted	1. Technical Data Sheet of the Item (With all details) 2. Details of warranty, if any 3. Details of the Firm 4. Financial Bid (Including totals and grant total in clear terms) 5. Any other relevant information (Product brochures etc.)
3	Last date of receipt of Quote /Bid closing.	24-02-2026 Tuesday 04:00 PM
4	Date and Time of Opening Quotes.	25-02-2026 Wednesday 10:30 AM

The interested bidders shall submit their best possible offer before the last date.

**Technical Specifications**

Sl. No	Item	Specifications	Number
1	Parts for the Printer (Canon IRC 3020)	• NPG 67 Drum Unit	4
		• NPG 67 Toner Black Colour	1

## Terms and Conditions

1. The Bidder shall quote price in clear terms and also the specification of products. The rates quoted must be inclusive of all taxes, cost of supply at site, warranty and installation charges etc...
2. The price should be quoted only in Indian rupees. The bid shall be typed and signed by the bidder.
3. Partial quote shall not be allowed.
4. All the documents mentioned above shall be submitted without fail.
5. **Validity:-** The Bid will be valid for 90 days from its date of opening. Further extension can be done by mutual consent.
6. **Delivery:** *The item should be delivered to the Centre for Diaspora Studies, Department of Sociology, Kariavattom Campus.*
7. **Installation and commissioning:** - The items shall be installed and commissioned at the Centre for Diaspora Studies.
8. **Payment:-** The University will release the payment only after inspecting the equipment and satisfying that the supply is as per the requirements. The payment will be made after successful completion of the supply, producing an invoice in duplicate.
9. **Warranty / Guarantee:-** The supplier shall guarantee to repair/replace the items or their parts, if found defective within the warranty period. The entire expenditure for repairing/replacing the item in this regard shall be borne by the supplier.

### **Suppliers shall quote the total price of the item including GST**

10. In case of disputes, the decision of the University authority shall be final and binding on bidders.
11. The undersigned reserves the right to reject or accept any or all the quotes received fully or partly without assigning any reason thereof.
12. General rules relating to the purchase of materials/equipment will also be applicable to this tender.
13. The cover may be superscripted with "Supply of Parts of Canon IRC 3020 Printer to Centre for Diaspora Studies, Kariavattom" and should also be addressed to The Director, Centre for Diaspora Studies, University of Kerala, Kariavattom Campus
14. The bids shall be opened at the office of the Director, Centre for Diaspora Studies, University of Kerala, Kariavattom Campus, on the Date mentioned above. If the above date of opening tender happens to be on a holiday or due to any other valid reason, the tender opening process will be done on the next working day or the day fixed by the undersigned.

### **Director**

Centre for Diaspora Studies  
University of Kerala