QUOTATION NOTICE

Competitive Quotations are invited for the purchase of one number of photocopier for use in Finance Officer’s section of the University Office.

Conditions

1. The rate quoted should be inclusive of Tax, transportation charges, installation charges and any other charges.

2. Complaints with the items supplied should be rectified/replaced to the satisfaction of the University by the suppliers at their own cost.

3. Payment will be made only after the supply of the items at our own site.

4. The undersigned reserves the right to reject /accept any quotation without assigning any reason.

The sealed quotations along with all technical specifications of the quoted product in comparison with specificalional requirement should be addressed to the undersigned superscribing as ‘Quotations for the purchase of a photocopiers for use in the Finance Officer’s section’. The last date of receipt of quotations is at 3.00 PM on 05.07.2018. The quotations will be opened at 3.30 PM on the same day in the presence of vendors then present.

Sd/-
REGISTRAR (in-charge)
**Specification for Photocopiers**

Basic Digital Copier Monochrome

Copy Speed – 18 CPM or above

Media Size – A3

Memory – 16 MB or high

Multiple Copier -1 to 999

Resolution – 600 x 600 dpi

Zoom level -25% to 400%

Category -Simplex

Networking - No

Paper Capacity - Universal paper
  Cassette 250 Sheets and multipurpose tray 100 sheets

Warranty - 1 year

The purchase may be made on buy back basis