



KANDI RAJ COLLEGE

(Govt. Sponsored)

Ph. No.-03484- 255230
Kandi- 742137
Murshidabad, West Bengal
E mail: principalkrc.krc@gmail.com
www.krc.edu.in

Tender Notice No:- 05/KRC/TEND/22

Date: 17/09/2022

Sealed quotations are invited from reputed Concern / Vendors to quote their lowest possible rate for the supply of the under-mentioned item, subject to the following terms and conditions. The quotations must be submitted to the Principal, Kandi Raj College.

- **Last date & time for submission of quotation is 27.09.2022 up to 3.30 P.M.**
- **Date and Time of opening of tenders: 28.09.2022 at 1.00 pm**
- ✓ (Tenders will be opened in presence of the Purchase Committee Members of kandi Raj College and Tender submitting party (if present at the time of opening tenders).

Consignment in details:-

Name of the Items	Item Specifications	Quantity
Canon Digital multifunctional photocopier (model IR 2625) capable of network printing, copying and colour scan with duplex. (with buyback facility)	<ul style="list-style-type: none">• Type: Digital Multifunctional A3 size imaging B/W Copier with built-in network laser printer, Network color scanner and Duplex facility.• Scan to Folder, Push Pull scan. Wi-Fi facility.• Maximum original size : A3,copy size: A6-A3• Image server memory: Standard 2 GB RAM• Copy speed : 25ppm B/W• Print resolution: 1200 x 1200 dpi• Magnification: 25-400% (in 1 % increment)• Multiple Copies (Qty selector): 1 to 9999 copies• Network interface connections: Gigabyte Ethernet (1000Base-TX/100Base-T/10Base-T) / USB 2.0• Built in scanner- Scan to PC (color) up to A3• Dual Paper tray with Bypass facility.	1

Note:

- a) The sealed cover should be duly superscribed with the tender no & date and name of the item quoted in block letter(s).
- b) Party is requested to keep in touch with the College authority through the mail Id: purchase@krc.edu.in before quoting the rate for better knowledge of specification, quality of material, etc.
- c) Warranty must be mentioned in your offer for all the above items.
- d) **Please make sure to mention unit price and cumulative price for all items that should be inclusive of all taxes, duties and other charges.**
- e) **Rate and amount of GST for each item is to be specified in the quotation.**
- f) **Minimum 3 nos. of quotations are required for official proceedings, otherwise it will not be entertained.**
- g) **Tenders must be submitted through registered post only.**



Terms & conditions of the Quotation:-

1. The bidder must be GST-Registered (photocopy of the GST Registration Certificate to be provided along with the quotation). Quotations of the unregistered dealers would be summarily rejected.
2. The quotations should be made by the vendors in their original letterheads clearly indicating the aforesaid goods/articles in details.
3. Price quoted should be inclusive of GST, installation, commissioning and delivery charges up to Kandi Raj College, Kandi, Murshidabad.
4. Rate and amount of GST for each item is to be specified in the quotation.
5. Payment shall be made by cheque only after successful delivery of the products at the site as specified in the Purchase Order and on submission of the bill and other necessary papers duly certified by the Principal, Kandi Raj College. No advance payment will be made.
6. The above Rate Format is to be strictly followed. In case a bidder is unable to quote the rate against any item, the rate should remain blank for the respective Serial No. But in no case the row against the said Serial No. should be deleted by the Bidder.
7. Sample must be attached with quotation in all possible cases.
8. Our tender notice no and date & Purchase order no. and date must be quoted on all correspondences and those should be duly signed and seal.
9. Bidders must as far as possible, arrange to supply the materials within the stipulated time mentioned in the purchase order. This delivery time must be strictly adhered to. Failure to supply within the specified time will lead to cancellation of the order without notice.
10. The Kandi Raj College reserves the right to accept or reject any quotation in part or full without assigning any reason thereto.
11. In all cases of disputes, the decision of the College Authority shall be final & binding on you.

By order

Soma Datta
17/9/22

Dr. Soma Datta,
Principal,
Kandi Raj College,
Kandi, Murshidabad,
West Bengal,
Pin Code: 742137

DR SOMA DATTA
Principal
Kandi Raj College
Kandi * Murshidabad

