



# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan  
Champadanga, Hooghly, West Bengal, Pin.-712401

Estd.- 1971



Ref. No. RM/28/23

Date. 08.02.2023

## TENDER NOTICE

জরুরি ক্রয়ের টেন্ডার কোটেশন তথা দরপত্র আমন্ত্রণ বিজ্ঞপ্তি - 2

### URGENT PURCHASE TENDER CUM QUOTATION INVITATION NOTICE - 2

(Displayed at College Notice Board)

**Sealed Quotations are invited for Supply of "Canon Photocopier Model IR- 2006N" or "KONICA MINOLTA MODEL BIZHUB -205i Photocopier" along with an exchange price of old "Xerox" copier machine for the office of the Principal**

1. Sealed quotations for Cost of Purchase not exceeding Rs. 90,000/- (Ninety thousand only) with judiciously comparable rates in the physical and ecommerce (amazon.com, filpkart.com, ebay.com, snapdeal.com etc, others if any) marketplaces for the stated **Category: Equipment for the office of the Principal**, Rabindra Mahavidyalaya, Champadanga, Hooghly, W.B., PIN:712401 are invited for Rabindra Mahavidyalaya, P.O. Champadanga, Dist.- Hooghly, W.B..
2. **One Set of complete and sealed quotation in separate cover**, mentioning "**Sealed Quotation for Supply of Equipment for the office of the Principal**" in bold letters in the title to be sent and reached accordingly to the college office. The said quotation should be sent either through **Speed Post** addressed to the Principal, Rabindra Mahavidyalaya, Champadanga, Hooghly or by messengers personally and reached at the said office or the same should be deposited at the **Tender Box** in the Ground Floor beside **Room No. 6** of the institution up to **11:30 a.m. of 15/02/2023 (Wednesday)**, and the same will be opened at **12:15 p.m. on 15/02/2023 (Wednesday)**. Interested bidders may be present at the Tender Opening meeting at the scheduled time either by sending their authorized representatives or by themselves.
3. Incomplete Quotations or quotations with insufficient information if received will be summarily rejected. On any aspect regarding the purchase process, the decision of Purchase Sub-Committee of Rabindra Mahavidyalaya, Champadanga, Hooghly is final. Interested bidders are requested to visit the official website [www.rabindramahavidyalaya.ac.in](http://www.rabindramahavidyalaya.ac.in) for reference information, if any. The sealed quotation should clearly mention the rates of the different items inclusive of all necessary expenses or charges for delivery and/or installations or the others, if any.
4. The sealed quotation should be accompanied at least with the documents of Registration of the supplier firms, shop or dealership along with their license documents etc.; CST / VAT / GST registrations, if any a desirable criterion; other registration certificates from the statutory agencies, if any; a copy of this Tender Notice; and their account details for electronic payment or banking transfers (optional).
5. The machine price should include three years of Non Comprehensive Annual Maintenance Contract that includes only Service and Preventive Maintenance without any Parts and Consumables after the expiry of the date of WARRANTY PERIOD.

  
Principal  
Rabindra Mahavidyalaya  
Champadanga, Hooghly (W.B.)



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- The respective Quotation Price should explicitly include the delivery and transport costs, and all other incidental charges, and if the bidder/s do not mention any such costs, it will be assumed that it would incur no such costs. **There is no Tender Fee.**
- An Earnest Money, if imposed, is refundable only on completion of Work Order, and the same will be fixed on the tender opening date on a case to case basis by the Purchase Sub-Committee of the College.
- The vendors should provide authenticated copy of the Original Equipment Manufacturer (OEM) Certificate of the product. Sales and Service credentials (customers list) is mandatory for a minimum period of last three years for the purchase of the item mentioned in the tender notice.
- Brief specification of the **Equipment to be purchased along with exchange of old equipment** for the said office is given in **Annexure A** and interested bidders may visit the college website [www.rabindramahavidyalaya.ac.in](http://www.rabindramahavidyalaya.ac.in) for the other details.

## Annexure A

Sl. No.	Item	Make/Model	Detailed Specifications	Quantity	Department
1	Photocopier	Canon Photocopier Model IR- 2006N	20 Copies Per Minute Copier/ Network printer/ Scanner Duplex (back to back copy) / secure print Scan to mail / Size A3 to A4 250 paper capacity / Bypass 80 Photomode / 64 MB RAM Zoom 25% to 400% in 1% steps 23 secs. Warm up time 4.5 secs first copy time Upto 999 continuous copies	01	Office of the Principal
		Konica Minolta Model Bizhub -205i Photocopier	20 COPY PER MINUTE COPIER / NET WORK PRINTER / SCANNER DUPLEX IN BUILT ( Back to Back copy ) / SCAN to USB SECURE PRINT / Digital Sky Shot / BOOKLET PRINT ID COPY/ Mobile Print / Linux		

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			<b>Support/ NO WASTE TONER</b> <b>4 – IN-1 COPY / 2-IN-1 COPY PRINT</b> MAX.COPY SIZE-A3/ MIN- A4 250 SHEET PAPER TRAY / BY PASS 80 PHOTOMODE / 64 MB RAM ZOOM-25% TO 400% IN 1% STEPS POWER SAVE MODES 23 SECS. WARM UP TIME 4.5 SECS. FIRST COPY TIME UPTO 999 CONTINOUS COPY		
2	<b>Exchange price of old Photocopier machine</b>	Xerox Corporation	Webster, NY 14580, 15 years old, Presently non-functioning	01	

## 10. Mandatory Conditions:

- The products will be checked and verified by the respective office of the College at the time of receipt of the equipment and after installation (if required) as well. On being satisfied, the payment will be made to the bidder who has received the work order.
- The delivery and installation has to be done within 15 days from the issue of the work order. If the bidder fails to do so the work order will be treated as cancelled.
- If anything found in violation of the tender notice and work order, the work order will be cancelled and the college authority will bear no responsibility of either of the vendor's preliminary delivery or installation cost or any other thereof.

Principal  
Rabindra Mahavidyalaya  
Champadanga, Hooghly (W.B.)