

**Government of West Bengal
Education Directorate
Bikash Bhavan , Salt lake, Kolkata- 91.**

Memo No. 274-AC.

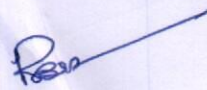
Dated, Kolkata, the-14.07.2026

NOTICE INVITING QUOTATIONS

Sealed Quotations are invited for the **Comprehensive AMC on Photocopier machines with all spare parts(excluding consumable items)**, (RICOH model No. 2001L, Canon ModelNo. iR 2006, Canon ModelNo. 2224N, HP Laserjet MFP M436dn) from the authorized dealers of RICOH, Canon and HP. Detailed information can be available from the Accounts Section of the D.P.I , W.B. Bikash Bhavan, 8th Floor, Salt lake , Kolakata-700091.

Sealed Quoatations should be submitted to the Receiving Section of the D.P.I., W.B. within 4.00 pm. on 28.07.2026. The rate should be submitted for per machine per year including all taxes as per Annexure - 'A'. Relevant documents (Photo copy of IT return last year, PAN, GST certificate and authorized certificate of above said company.) must be enclosed for consideration. The undersigned reserves the right to reject incomplete and unjustified quotations without any notice and explanations.

The sealed cover of quotations will be opened on 03.08.2026 at 1.00pm. at Room no. 802, 8th floor Bikash Bhavan, Salt lake, Kolkata- 700091. So the vendors who will submit the price quotations are requested to attend the price quotations opening meeting on scheduled time. The validity for the Maintenance Contract on photocopier machines is up to 31.03.2027.


**For Director of Public Instruction,
Education Directorate,
Government of West Bengal.**

*Recd
14.7.26*

ANNEXURE-'A' of Quotation Notice no. 274-AC. Dated 14.07.2026.

Quotation No.-----

Dated-----

QUOTATION AS PER NOTICE NO. 274-AC. Dated 14.07.2026.

SL. NO.	PARTICULARS	Rate(including all taxes) per year per machine for Cmprehensive AMC.with all spare parts(excluding consumable items).	Remerk
1.	Comprehensive AMC on the following Photocopier machines with all spare parts. (excluding consumable items).		
a)	RICOH MODEL NO.2001L		
b)	Canon model No. iR 2006		
c)	HP LASERJET MODEL NO.MFP M436dn		
d)	Canon model No. 2224 N		

List of enclosure:-

- 1.Photo copy of I.T Return last year
2. Photo copy of PAN
3. Photo copy of GST.
4. Photo copy of authorized certificate of company.

Recd
14/7/26

Paul
14.7.26