

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

Memo No.- ED-120/2025

Dated, Kolkata, the-11.04.2025

NOTICE INVITING QUOTATIONS

Sealed Quotations are invited for the **Comprehensive AMC on Photocopier machines with all spareparts** (RICOH model No. 2001L, Canon ModelNo. iR 2006, 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 Quotations should be submitted to the Receiving Section of the D.P.I., W.B. within 4.00 pm. on 30.04.2025. 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 07.05.2025 at 12.30pm. at Room no. 802, 8th floor Bikash Bhavan, Salt lake, Kolkata- 700091.

Sd/- Dr. MADHUMITA MANNA.
Director of Public Instruction,
Education Directorate,
Government of West Bengal.

Memo. No. ED-120/2025(1/3)

Dated, Kolkata, the-11.04.2025

Copy forwarded for information and necessary action to:-

1. The H.E. Department, Bikash Bhavan, Salt Lake, Kolkata- 700091.
2. Wall Notice Board of the DPI, W.B.
3. Guard file.

Handwritten signature
11.4.25

Handwritten signature
For Director of Public Instruction,
West Bengal.

ANNEXURE-'A' of Quotation Notice no. ED-120/2025

Dated -11.04.2025

Quotation No.-----

Dated-----

QUOTATION AS PER NOTICE NO. ED-120/2025

Dated 11.04.2025.

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

List of enclosure:-

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

Ran

Ran
11.4.25