

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

Memo No.- 911-AC

Dated, Kolkata, the-15.01.2024.

NOTICE INVITING QUOTATIONS

Sealed Quotations are invited for the **Comprehensive AMC on Photocopier machines with all spareparts** (RICOH model No. 2001L,RICOH model No. 2000L2,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 Quoatations should be submitted to the Receiving Section of the D.P.I., W.B. within 4.00 pm. on29.01.2024. 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, GSTand 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 01.02.2024 at 12.30pm. at Room no. 802, 8th floor Bikash Bhavan, Salt lake, Kolkata- 700091.

P. K. Kanna 15/1/24
For Director of Public Instruction,
Education Directorate,
Government of West Bengal.

*Pml
15/01/2024*

ANNEXURE-'A' of Quotation Notice no. 911-AC

Dated -15.01.2024.

Quotation No.-----

Dated-----

QUOTATION AS PER NOTICE NO. 15.01.2024

Dated-15.01.2024.

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)	RICOH MODEL NO.2000L2		
c)	Canon model No. iR 2006		
d)	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.
4. Photo copy of authorized certificate of company

M. Kanna 15/1/24

Done
15/01/2024.