

QUOTATION NOTICE

Sealed quotations are invited from the interested vendors/suppliers for purchase and installation of "one (01) document scanner", in the Centre for Information and Resource Management (CIRM), University of North Bengal.

Specification/ Details of Document scanner:

Name of the Item	Prefer brand	Quantity	Specification	
Document scanner	Canon/Epson	01	Type	Desktop Type Sheet Fed Scanner
			Optical resolution	600dpi
			Scanning Technology	CIS
			Scanning side	Front / Back / Duplex
			Scanning Modes	Color, Grayscale, Black and White
			Feeder Capacity	Up to 60 Sheets
			Warranty	At least one year

All Quotations are to be submitted accompanying with GST & PAN photocopies, duly stamped and signed along with valid certificates as sole distributor/dealership, if applicable, to Head, CIRM, University of North Bengal within **7th (seven)** day on and from the date of advertisement. For further query in this matter, please contact at 0353-2776318.

Terms and Condition:

1. Copy of current year PT challan, Trade License, PAN card, GST registration certificate duly signed & stamped shall be accompanied with the quotations.
2. Rate should be inclusive of all taxes and charges. However, the rate of GST and amount should be shown separately.
3. Quotation should be valid at least three months.
4. Supply shall be done within seven (07) days after issuing supply order.
5. All the items should be supplied at a time within the speculated time after getting the purchase order. Partially supplied items will not be accepted. If such terms and conditions are mentioned in the quotation that will be technically rejected.
6. Item(s) should be delivered in the Centre for Information and Resource Management (CIRM), University of North Bengal.
7. All payment will be made as per financial Rules of the University of North Bengal.
8. The University reserves the right to accept in part or in full or reject any or more quotation(s) without assigning any reason or cancel the tendering process and reject all quotations at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s).
9. The last date for submission of the tender form is up to 05:30 P.M. of the tenth (07th) day on and from the date of publication of the advertisement and will be opened on after two working days from stipulated time of the acceptance period at the office of Head, CIRM, University of North Bengal.

Advt. No.: 49/R-2022, Date:- 27-05-2022


Registrar (Offg.)