

SHIMURALI SACHINANDAN COLLEGE OF EDUCATION

(A TEACHER-TRAINING INSTITUTE, W.B. GOVT. AIDED, AFFILIATED TO BSAEU,
RECOGNISED BY NCTE & ACCREDITED BY NAAC WITH GRADE- A)

P.O. SHIMURALI, DIST.- NADIA, W.B., PIN-741248



From : **Dr. Ahana Chakraborty**
Principal / Secretary

Ph. : 03473351021

E-mail : shimuralicollege@gmail.com

Ref. No. SSCE/242(A)/2023-24

Date 21.02.2024

Subject: Quotation Notice for Multifunctional Photocopy Machine with DADF

Shimurali Sachinandan College of Education invites sealed quotations for the supply and installation of **One (1) Multifunctional Photocopy Machine with Duplex Automatic Document Feeder (DADF)**. The machine will be used to support academic and administrative activities within the college premises.

Item Description:

Sl. No.	Name of Material(s)	Specification	Onsite Warranty	Site of Delivery	Maximum time allowed for Delivery
1	Multifunctional Photocopy Machine with DADF	Minimum 20 ppm, Print resolution up to 1200 x 1200 dpi, Automatic Duplex printing, Automatic Document Feeder (DADF), Paper size: A3, A4, Legal, Network connectivity: Ethernet	Minimum 1 year on parts and labour	College Campus	7 working days

Vendors are requested to submit their sealed quotations, clearly mentioning the following details:

- Brand and model of the machine
- Technical specifications of the offered equipment
- Payment terms.
- After-sales service support details
- Company profile and experience in supplying similar equipment

Please address your quotations to the undersigned and submit them from **21/02/2024** by **28/02/2024**. Quotations can be delivered in person to the college office during working hours and will be opened on **29/02/2024** at **02.00 p.m.** in the Principal's Chamber.

Acceptance of lowest quotation is not obligatory and the undersigned reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever. For any clarifications or site visits, please contact the college administration at the provided phone number.

Thank you for your prompt attention to this matter.

Sincerely,

A. Chakraborty
21/2/24

Dr. Ahana Chakraborty
Principal

Copy to:

- Chakdaha Panchayat Samity.
- Panchayat Pradhan, Chanduria 1 No. Gram Panchayat.
- Branch Manager, Indian Bank (Simurali Branch).
- Office Notice Board.
- College Website.

Dr. Ahana Chakraborty
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