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केन्द्रीय रोपण फ़सल अनुसंधान संस्थान
(भारतीय कृषि अनुसंधान परिषद)
प्रादेशिक केंद्र, विट्टल-574243, कर्नाटक,
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CENTRAL PLANTATION CROPS RESEARCH INSTITUTE
(Indian Council of Agricultural Research)
REGIONAL STATION, VITTAL – 574 243, KARNATAKA, INDIA



F No.303-124/2016-Stores

Dated: 30-11-2016

M/s.

Sub: Quotation for supply of photocopier on buy back system – reg.

Sir,

We intend to purchase a “**Photo copier**” under buy back system for our existing Xerox machine (RICOH Aficio-2018 D) to this Regional Station. If you are in a position to supply the same, please quote your lowest rate for supply of the item as detailed below.

Sl.No.	Description of Item	Quantity
01	Photo Copier with copy, Print, Scan Duplex, ARDF Copy speed:25 copies per minute Print speed; 25 prints per minute Scanning: Color scanning Copy/Print/scan size;Up to A3(Max) Paper Capacity: 2 x250 sheet paper tray, 1 x100 sheet bypass tray Duplex; Automatic double sided copying/printing Zoom range: 50% to 200% ARDF: Automatic Reverse Document Feeder Inter face: USB 2.0	1 No.

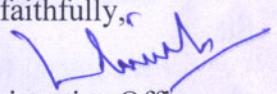
The quotation should confirm to the following conditions:

1. The rates quoted should be valid for a minimum period of 90 days from the due date of receipt of quotation.
2. Complete description, specification of the item(s) quoted should be given
3. Quotation should clearly indicate the point of supply such as Ex-works/FOR dispatch Station./FOR destination.
4. Time required for effecting supply upon receipt of supply order should be indicated.

Contd/-

5. The rate of ST/CST/SC/ED etc. if any charged extra, should be indicated.
6. Guarantee offered for the item(s) should be indicated from the date of receipt of items/installation etc.
7. EARNEST MONEY @ 2% of the quoted amount must be enclosed by demand draft drawn in favour of "ICAR Unit CPCRI,RS, Vittal on Syndicate Bank, Vittal" along with the quotation, if the quote exceeds Rs. 1,00000/-
8. Payment will be made only after satisfactory receipt/installation of the items. No advance payment/part payment is admissible as per rules.
9. Quotation received after due date will not be entertained
10. The items ordered should be supplied in a lot. Part supply will not be accepted.
11. The right to accept or reject the quotation rests with the Head of this Regional Station.
12. Should specify whether the item quoted are under DGS&D rate contract. If so, details of the rate contract should be furnished with the quotation.
13. Buy back value for the existing Xerox machine may be indicated clearly.
14. Interested parties may submit their tender in a sealed cover addressed to the Head, CPCRI RS, Vittal and superscribed as "**Tender for Photocopier**" so as to reach this office on or before **20.12.2016 at 3.00 PM**. Tender will be opened on 20.12.2016 at 3.00 PM in the presence of the available tenderers.

Yours faithfully,


Asst. Administrative Officer
for Head

- Copy to: 1) The Asst. Fin. & Accts. Officer, CPCRI RS, Vittal
2) Smt.Meenakshi patil, ACTO (Lib), CPCRI RS, Vittal
3) CPCRI,Website