**Letter No./EED/294 Date:18/07/2022**

**Quotation Call Notice**

Sealed quotations are invited from registered original Equipment Manufacturers/Suppliers/Agencies/Authorizeddealers having GSTIN, PAN for Supply of **01(One) Number of High Speed Multifunctional Digital Photocopier Machine/Xerox Machine (Multifunction Machine)**for HOD’sRoom (Room No: A1-317)at the Department of Electrical Engineering, **ODISHA UNIVERSITY OF TECHNOLOGY AND RESEARCH (**Formerly College of Engineering &Technology) Ghatikia, Bhubaneswar-751029.

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| **Sl. No** | **Name of Items with Specifications** | **Qty.** | **Unit Price without GST** | **GST%**  **&Cost** | **Unit Price with GST** | **Total Amount** |
| **1.** | **High Speed Multifunctional Digital Photocopier Machine/ Xerox Machine(MultifunctionMachine)**  **Technical Specification: -**  Type of Machine: Digital Copier, Multifunction  Minimum Speed: 27Copies Per Minute  Paper Size: A3 to A6  Cartridge Technology: Separate Drum & Toner (Monocomponent)  Print Technology: Laser  Pen-Drive Provision: Yes  Duplex: Yes  Type of Printing: Mono  RAM Size (MB): 512 MB  Networking Feature Availability: Yes  Scanning Feature Availability: Yes  Original Document Feeder: ARDF (AUTO REVERSE DOCUMENT FEEDER)  Number of Main Paper-Tray: 1X 2X  Bypass Facility: Yes  On Site OEM Warranty: 1 Years | **01No.** |  |  |  |  |

The interested agencies are required to submit the offer enclosing GSTIN, PAN along with Authorized dealer certificate in their quotations. The registered original equipment manufacturer/suppliers/Agencies/Authorized dealers should write quotations for **"Supply of High Speed Multifunctional Digital Photocopier Machine / Xerox Machine (Multifunction Machine)to the Department of Electrical Engineering, OUTR"**in bold letters on covered envelops. The tenders should quote as per the above format in their letter head.

The last date submission of quotations is **18.08.2022 up to 4.00 PM** addressing to the **OSD, ODISHA UNIVERSITY OF TECHNOLOGY AND RESEARCH (**Formerly College of Engineering &Technology) Ghatikia, Bhubaneswar-751029 by Speed post/Registered post only. Through Hand and Courier service delivery are not accepted. The authority will not responsible for any postal delay. The quotations will not be received after scheduled date and time. Suitable penalty amount will be imposed if the supply, installation and commissioning is not fully completed within the stipulated date. The authority reserves the right to reject any or all quotations without assigning any reason thereof.

**Sd/-**

**Head of the Department (EE)**

**CC:** PA to **OSD, ODISHA UNIVERSITY OF TECHNOLOGY AND RESEARCH**, for kind information and necessary action.