IN THE HIGH COURT AT CALCUTTA Appellate Side

NOTICE INVITING QUOTATION [PPC/12/N.I.Q/14-15]

Sealed Quotations [strictly in the format prescribed hereunder] are invited from authorised-dealers of reputed photocopier-brands, for supply of 1(one) photocopier (minimum required specifications provided hereunder) **preferably with 2 (two) years' Warranty** in exchange of an old, used, defective XEROX WC 238. Interested and otherwise eligible participants should carefully read the Terms & Conditions of the instant Notice. The last date for submission of Quotations is **14.7.2014.** Submission of Quotation by any participant will be construed as its acceptance of the said terms & Conditions etc.

04.07.2014

Deputy Registrar (Accounts), A.S

MINIMUM REQUIRED SPECIFICATIONS

First Copy Output Time : Less than 4 seconds
 Copy Speed : 42 pages per minute (A4)

3. Paper Processing : A3, A4, B4, B5, Legal Size, Letter & Envelope

FORMAT OF QUOTATION

Make and	D.G.S & D-	Rate per photocopier	Period of	Buy-Back Value of
Model of	approved rate	[inclusive of all	Warranty offered	Old, used XEROX
Photocopier	of the offered	taxes, charges etc.],	(in months)	WC 238.
Offered	model as on	and period of		
	the date of	Warranty offered.		
	submission of			
	Quotation			
	Rs	Rs	months	Rs

TERMS & CONDITIONS

- **A.** Eligible participants **must submit** satisfactory documentary proof of their eligibility (i.e 'Authorisation' of OEM) and a copy of PAN along with their Quotations.
- **B. LAST DATE**: No Quotations, irrespective of whether submitted by hand or sent by post/courier, will be accepted after **16-00 hours of 14.7.2014**.

C. GENERAL:

- i. Quotations, **strictly in the prescribed format**, must be submitted in **sealed** ('gala'-sealed) envelopes. Envelopes which are merely pasted with adhesives/closed with adhesive-tapes/stapled will not be considered and/or will be summarily rejected. Envelopes containing Quotations must be superscribed 'PPC/12'.
- ii. 'Buy-Back' value of the old, used XEROX WC 238 photocopier should be quoted after actual inspection of the same installed at Main Xerox Section, A.S.
- iii. Willing participants submitting Quotations must specify the address(s) of their office(s) as well as Contact Number(s) for the purpose of quick communication in the event of urgency.
- iv. Canvassing on the part of any participant will render cancellation of its Ouotation.
- v. This Hon'ble Court may cancel the process without ascribing any reason whatsoever. This Hon'ble Court is not bound to accept the lowest Quote, and may issue Purchase Order etc. in favour of such participant whose Quotation will be reasonably held as substantially responsive and/or approvable. In this regard, the decision of such Authority will be final.
- vi. Payment (price of photocopier) will be made after 5(five) months from the date of supply of photocopier.
- vii. The Hon'ble Court reserves the right to take final decision as to whether the said old, used XEROX WC 238 will be disposed off at offered 'Buy Back' rate.