



No.DM/AD11/2/2016/IDRB (Vol-II)

Dated: 03 /01/2025.

Notice Inviting Quotations for the Inspection and servicing of Photo Copier

Sealed quotations are invited for the Inspection and servicing of Photo Copier (Make: Canon, Model No.IR 2420L, Serial No.HWJ11097) installed at Library Room of the office of the Chief Engineer, Investigation and Design, IDRB, IIIrd Floor, Vikas Bhavan, Thiruvananthapuram.

Quotations are invited subject of the following conditions:-

1. The quotationer shall arrive on site to diagnose the issues of above IT equipment and furnish an estimate for the repair works as per the requirement.
2. The quotationer should rectify the entire complaints within 10 days of receipt of work order.
3. The quotationer should have a valid registration.
4. The quotationer will be paid only after successful completion of entire service work.
5. The quotation should reach the undersigned on or before 3 PM on 22/01/2025 and same will be opened at 3.30 PM on the same day.
6. The quotation should be in sealed envelope and the same should be duly signed on the letter head of the firm.
7. The quotation received later than the due date and time will not be accepted.
8. Notwithstanding to the conditions afore mentioned, the undersigned reserves the right to accept or to reject quotations partly or fully without assigning any specific reason and decision in this regard shall be final.
9. The proposal should be in the following format:

Name of the Work: Invitation of Quotation for the Inspection and servicing of Photo Copier used under IDRB

(To be submitted duly signed on the letter head of the firm, in a sealed envelope superscribed as "Quotation for the Inspection and servicing of Photo Copier used under IDRB")

SI No.	Description of the work	Unit Rate	% GST	Total Price inclusive of all GST


 Chief Engineer (FAE)

Copy to:

- (1) Notice Board.
- (2) Website of IDR & IT Cell.

G 03/01/25