

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

Dated: 03/02/2025.

**Notice for Inviting Re- Quotation for the Inspection and servicing of Photo Copier .**

Scaled quotations are invited for the Inspection and servicing of Photo Copier (Make: Canon, Model No. Image Runner(IR) 2420L, Serial No.HWJ11097) installed at Library Room of the office of the Chief Engineer(Investigation and Design), IDRB, III<sup>rd</sup> Floor, Vikas Bhavan, Thiruvananthapuram.

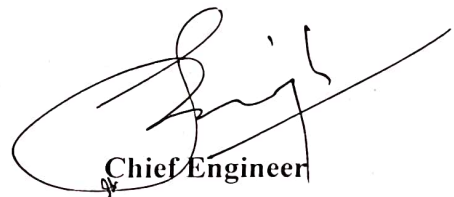
Quotations are invited subject to the following conditions:-

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 4 PM on 11/02/2025 and same will be opened at 4.30 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 aforementioned, 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 Re-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 super scribed as "Re-Quotation for the Inspection and Servicing of Photo Copier being used under IDRB")

Sl No.	Description of the work	Unit Rate	% GST	Total Amount inclusive of all taxes in Rupees

  
Chief Engineer

Copy to:

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