



SCHOOL OF CHEMICAL SCIENCES

MAHATMA GANDHI UNIVERSITY

Priyadarshini Hills, Kottayam-686560

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No.SCS/02/DDF/17/2023

18.10.2023

QUOTATION NOTICE

As per the reference cited above, sealed competitive quotations are invited from dealers/firms for supply and installation of Photocopying Machine (1 No), School of Chemical Sciences, Mahatma Gandhi University, Kottayam, subject to the following conditions.

SI No	Name of item	QTY
1.	Photocopying Machine <u>Specification</u> Automatic Duplex Functions : A3 Copier/Printer/Scanner Speed : 25ppm Paper Size : A3 Paper Capacity: 350 Sheets Memory : 298 MB or higher Interface : USB Connectivity Warranty : 1 Year	1

The sealed envelope containing the quotations (Including Transportation & Installation Charges) should be super scribed with the reference number cited above and the same should reach the **Head of the Department, School of Chemical Sciences on or before. 11.00 AM on 30.10.2023.** Quotations will be opened at **11.30 AM on 30.10.2023 at the office of the school.**

Conditions:

1. Quoted price shall be inclusive of all taxes/freight/loading and unloading/installation.
2. Quoted rates should have at least six months validity period.
3. Warranty and supporting catalogues should be provided.
4. The right to accept or reject the quotations without assigning any reason rests entirely with the undersigned.
5. If the last date for receipt is declared a holiday, the next working day will be the last date for the purpose.




PROF. & DIRECTOR

Professor and Head
School of Chemical Sciences
Mahatma Gandhi University
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