

UNIVERSITY OF NORTH BENGAL

Dr. J. Sen

**Controller of Examinations
(Officiating)**



ENLIGHTENMENT TO PERFECT

Fax No.: 0353-2776365
Phone: 0353-2699283
North Bengal University
Raja Rammohunpur
Dist.: Darjeeling
West Bengal, India
Pin: 734 013

Ref. No : 2648/B /CE-2016

Date: 10/08/2016

Notice inviting Quotation

Sealed quotations are invited from the interested vendors for the spare parts of Canon Photocopier Machine Model No.: IR-2525 of the Office of the Controller of Examinations, University of North Bengal. The quotation, with terms and conditions, in sealed cover are to be submitted within 17.08.2016 by 5:00 p.m. at the address mentioned below. The sealed quotation shall be opened in the Office of the Controller of Examinations, University of North Bengal on 18.08.2016 at 2:30 p.m. The vendor or his representative with proper identity proof may be present at the time of opening the quotation. The quotation should be duly signed with the official seal of the vendor. Quotation submitted without VAT / CST Certificate & PAN No. shall be summarily rejected.

Terms and condition:

Vendor:

- Shall service, maintain and keep the Equipment in good working order without any additional charges at the Users request.
- Shall provide the said services during normal working days (currently 9:30 a.m. to 5:00 p.m., Monday to Saturday except general and public holidays).
- Shall provide Time to Time (at least once in a month) Free Preventive Maintenance Calls and as when required.
- Payment will be made on quarterly basis on receiving satisfactory service.

J. Sen 10.8.16

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FORMAT FOR QUOTATION

Name of the Transporter
Address
Phone No. / Mobile No.
VAT No.
CST No.
PAN No.

Description of works:

Sl. No.	Items	Rate (in Rs.)	Taxes (in Rs.)
1.	Drum Unit NPG-51		

Address for submission of the quotation:
The Controller of Examinations,
University of North Bengal,
Raja Rammohunpur,
P.O.: North Bengal University,
Dist.: Darjeeling,
Pin: 734 013.

**Signature of the vendor
(with official seal)**