



Agriculture Research Station
(Sri Karan Narendra Agriculture University, Jobner - Jaipur)
Navgaon – 301025, Alwar (Raj.)
Email: zdr.navgaon@sknau.ac.in
Mobile: 9413231557

Dr. G.L Choudhary,
Assoc. Prof. & ZDR

No.F.(RKVY)/Store/ARSN/2024/

Dated: 21.02.2024

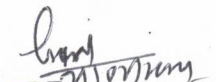
LIMITED TENDER NOTICE

Sealed tenders are invited at Agricultural Research Station, Navgaon, Distt. Alwar (Rajasthan) for the supply of Photocopier machine. Tender formats can be downloaded from University web site www.sknau.ac.in or are available at our office **Agricultural Research Station, Navgaon (Alwar)** on all working days up to 28.02.2024 at 11:30 AM. The tender will be opened on the same day at 2.30 PM before the tender committee in the presence of any intending tenderer or their authorized representative who may be present. Detailed information regarding above mentioned tender is available at our university website www.sknau.ac.in. The undersigned reserves the right to reject the tender without assigning any reason thereof.

Copy to the following for information and further needful action:

1. The Director, Directorate of Research, SKNAU, Jobner
2. The Comptroller, SKNAU, Jobner
3. Convener/Members/Accounts Section/DDO, ARS, Navgaon
4. All Notice Boards- ARS, College, KVK, SKNAU & Panchayat Samiti, Navgaon.
5. O/I CIMCA, SKNAU, Jobner for uploading on University Website-www.sknau.ac.in.
6. Guard File


Zonal Director Research
S.K.N. Agriculture University
Agri. Research Station
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Dated: 21.02.2024

LIMITED TENDER NOTICE


Limited tenders for the supply of the Photocopier machine invited by Agricultural Research Station, Navgaon, Alwar (Rajasthan) in sealed envelopes as per following terms and conditions: The rates should be F.O.R. Agricultural Research Station, Navgaon, Alwar (Rajasthan).

1. The tender must reach to this office on or before **28.02.2024 up to 11:30 AM.**
2. The undersigned reserves the right to reject the tender without assigning any reason thereof.
3. "Tender for Supply of Photocopier machine" should be mentioned on the top of sealed envelope addressing the **ZDR, Agricultural Research Station, Navgaon, Alwar (Rajasthan).**
4. The quoted price should be inclusive of all taxes, cost of packing, forwarding, freight etc. No extra amount will be paid other than quoted amount in the bid.
5. The Firms must submit the rate on their official letter head properly signed with seal.
6. The prices should be typed or written clearly in ink against each item. Cutting should be avoided as erroneous and overwriting are not permissible.
7. All items have to be supplied in confirmation to the specifications given in Annexure-I.
8. The terms and conditions should be read carefully and each page of the tender should be signed and sealed properly.
9. The billing for these items should be made in favour of "The ZDR, Agricultural Research Station, Navgaon, Alwar (Rajasthan).
10. Self-attested copies of PAN Card, GST Registration and other essential certificates as required must be attached while submitting the tender.
11. If the supplier is not manufacturer of the Photocopier machine, the supplier must submit Authorization Letter from the manufacturer for the supply of Photocopier machine.
12. Supply of items should be made within 10 days after placing of order.
13. No advance payment will be done. 100% payment will be released after supply.


Zonal Director Research
S.K.N. Agriculture University
Agril. Research Station
NAVGAON (Alwar) 301025

ANNEXURE I
Specifications Sheet

Sr. No.	Name of Item	Specifications
1	Photocopier machine	<p>Type: Photocopier machine</p> <p>Paper Size Suitability: Min. A6 and Max. A3</p> <p>Printing & Photocopying Speed =Min. 22 ppm</p> <p>RAM = Min. 1 GB</p> <p>Duplex Facility = Yes</p> <p>Network Connectivity = Yes</p> <p>No. of Paper Tray = Two</p> <p>First Paper Tray Capacity = Min. 250 Sheets</p> <p>Second Paper Tray Capacity = Min. 500 Sheets</p> <p>Bypass Tray = Yes with Platen Cover</p> <p>Bypass Tray Capacity = Min. 100 Sheets</p> <p>Scanning Facility = Yes (multicolour)</p> <p>Scanning Speed = Min. 37 pages per minute</p> <p>Accessories: The machine should be supplied with one additional printing toner</p> <p>Warranty: At least 1-year onsite warranty</p>


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Rate Proforma

(To be submitted on Firm's Letter Head with Sign and Seal)

Name of Work: Limited Tender for supply of Photocopier machine at Agricultural Research Station, Navgaon, Alwar (Rajasthan)

S.N.	Name of Item	Specifications	Qty.	Unit Rate (Rs.)	GST (%)	Total Amount (Including Tax) (Rs.)
1.	Photocopier machine	Type: Photocopier machine Paper Size Suitability: Min. A6 and Max. A3 Printing & Photocopying Speed =Min. 22 ppm RAM = Min. 1 GB Duplex Facility = Yes Network Connectivity = Yes No. of Paper Tray = Two First Paper Tray Capacity = Min. 250 Sheets Second Paper Tray Capacity = Min. 500 Sheets Bypass Tray = Yes with Platen Cover Bypass Tray Capacity = Min. 100 Sheets Scanning Facility = Yes (multicolour) Scanning Speed = Min. 37 pages per minute Accessories: The machine should be supplied with one additional printing toner Warranty: At least 1-year onsite warranty	01			
Grand-Total (Rs.)						

Signature and Seal of Authorised Representative