



भाकृअनुप-राष्ट्रीय उच्च सुरक्षा पशुरोग संस्थान  
ICAR-National Institute of High Security Animal Diseases

(एवियन इन्फ्लूएंजा ओ.आई.ई. संदर्भ प्रयोगशाला)  
(OIE Reference Laboratory for Avian Influenza)  
आनंद नगर, भोपाल - ४६२०२२ (म.प्र.), भारत  
Anand Nagar, Bhopal - 462022 (M.P.), India



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F. No. 9-331/16-17/NIHSAD (P&S) | 1472

Dated: - 16.01.2017  
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To

As per List Enclosed

Sub:- Purchase of Photocopier/Xerox Machine – reg.

Dear Sirs,

We intend to purchase Photocopier/Xerox Machine with details as follows: -

Description	Qty required
Photocopier/Xerox Machine Technical Specification Annexure – I	01 No.

You are requested to please send us a Proforma Invoice alongwith complete/detailed specifications & Leaflet/catalogue of the above mentioned item. Please note that: -

1. Rates are to be quoted on F.O.R. NIHSAD, Bhopal basis as per the financial/price format enclosed (Annexure – II).
2. Minimum Comprehensive onsite warranty will be one year. However, firms offering more warranty will be preferred.
3. Taxes, if any, to be shown separately.
4. E-Payment will be made within 30 days from the date of receiving of goods in satisfactory condition & it's Installation.
5. Date & Time of Opening (Tentative):- **03.02.2017 at 3:00 PM.**
6. Delivery Period: 15 days.
7. EMD for Rs. 2000/- (Rupees TWO Thousand Only) in shape of DD/FDR/Bankers Cheque required in favour of ICAR Unit, NIHSAD, Bhopal. The firm awarded supply order will have to deposit Security Amount (10% of the Purchase order value) for the warranty period.

The Quotation may be submitted upto **02<sup>nd</sup> February, 2017** in a closed envelope duly superscribed.

Yours Sincerely,

(S. K. GUPTA)  
Sr. Adm. Officer

**SPECIFICATION FOR PHOTOCOPIER MACHINE**

Configuration	: Black & White multifunctional Printer with Duplex Automatic Feeder (DADF)
Speed	: 24ppm (A4 size) with A3 -12ppm minimum
Trays/Capacity	: Two, 250 sheets each,100 sheets bypass tray 100 sheets minimum with DADF capacity
Quantity	: 1-999 pages
Resolution	: 600x600 dpi
Reduction/Enlargement	: Variable zoom from 25% to 400%
Memory	: 256 MB, System-300 MHz
Connectivity	: USB 2.0 direct Network printing
Stand/Trolley	: Wooden/Steel compatible
Stabilizer	: Compatible
Electrical/Power	: 220-240V, 50Hz
Warranty	: One year at site

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Annexure – II

**FORMAT OF PRICE QUOTATION**

Description of Goods	Specifications	Accounting Unit	Total amount Rs.
		Price	
		Taxes, if any	
		<b>Total</b>	
	<b>Total Cost</b>		

Total Cost : - .....

(In figures).....

(In words).....

**Firm's Signature & Seal**

Mob No.:-

Address:-

Email:-