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KERALA PUBLIC SERVICE COMMISSION

No.RA1-3/1/2020-KPSC

Thiruvananthapuram

Dated :01-02-2024

RE QUOTATION NOTICE

Sealed quotations are for the AMC (Annual Maintenance Contract) on per copy basis of 17 (Seventeen) numbers of Photocopiers/Multi Function Printers at the Head Office of Kerala Public Service Commission, Pattom, Thiruvananthapuram.

SCHEDULE OF ITEMS

Sl No	Make	Model	Location
1	Xerox	5020	H.O
2	Xerox	5016	H.O
3	Xerox	5016	H.O
4	Xerox	5016	H.O
5	SHARP	AR 6020 N	H.O
6	SHARP	AR 6020 N	H.O
7	SHARP	AR 6020 N	H.O
8	SHARP	AR 6020 N	H.O
9	SHARP	AR 6020 N	H.O
10	SHARP	AR 6020 N	H.O
11	SHARP	AR 6020 N	H.O
12	SHARP	MxM 265 N	H.O
13	Thoshiba	E Studio 2303 A	H.O
14	Thoshiba	E Studio 2303 A	H.O
15	Thoshiba	E Studio 2309 A	H.O
16	Thoshiba	E Studio 3018 A	H.O
17	Thoshiba	E Studio 181	H.O

Superscription

Quotation No : 05/2024

Last Date and Time of Quotation : 13 /02/2024, 1.00 PM

Date and Time for opening Quotation : 13 /02/2024, 3.00 PM

Date upto which the rates are to be firm : One year from the date of contract.

Name and designation of the purchasing officer : **SAJU GEORGE**

Secretary,

Kerala Public Service Commission

Pattom, Thiruvananthapuram.

Pin 695004

Terms and conditions.

1. Rates quoted will be inclusive of all taxes.
2. Duration of this contract is for a period of one year.
3. Assurance of promptness of service within next working day.
4. The right to reject any quotation in full or in part without assigning any reason thereof is reserved with the purchasing authority.
5. The payment terms of per copy contract should clearly mentioned in the Quotation.
6. Under per copy contract, all consumables (toner, developer and drum cartridge) and all genuine spares shall be supplied free of cost. No purchase orders will be issued to get consumables. Service charges will not be paid for service calls.
7. Proper maintenance and functioning of machine should be ensured.

SAJU GEORGE

Secretary

Kerala Public Service Commission