



OFFICE OF THE BURDWAN MUNICIPALITY

Date: 28.10.2021

Memo No. 704/G/XII-9

Notice inviting for Quotation: - 16/IT/2021-22

Quotation is invited for the AMC of Xerox system for the time being 01/11/2021 to 30/10/2022 of Burdwan Municipality as per the approval of chairperson of Burdwan Municipality. Please quote your rate at Municipal Office, Burdwan. The quotation should be sending in a sealed envelope and the name of the sender with full address should be stated in the envelope. Open quotation will be treated as cancelled. The Authority shall reserve the right of accepting any quotation over it is not the lowest without assigning any reason. The under signed dose not behind him with any commitments regarding terms and conditions in what so ever. The said materials will have to be delivered within 7days from the date of placing the order. The quotation should reach this office by 12.11.2021 at 3:00 PM sharp and quotation received after that date may not be taken into consideration time stipulated.

Fund: It is under 14th FC.

MODEL NO	DEPARTMENT	QUANTITY
KONICA-206	XEROX ROOM	1
KONICA-206	WATER & ENG.	3
DUPLO JUMBO	XEROX ROOM	1
KYOCERA 3501 i	SERVER ROOM	1

P. Chatterjee

CHAIRPERSON
Burdwan Municipality

Memo No. 704(4)/G/XII-6

Date: 28.10.2021

Copy forwarded for information to:

1. Finance Officer, Burdwan Municipality. For kind information.
2. Secretary, Burdwan Municipality. For kind information.
3. IT Co-Ordinator, Burdwan Municipality. For uploading the quotation in web site
4. Office Notice Board

P. Chatterjee

CHAIRPERSON
Burdwan Municipality