



THE WEST BENGAL COUNCIL OF RABINDRA OPEN SCHOOLING

Head Office : Bikash Bhavan (2nd Floor, East Block),
Bidhannagar, Kolkata-700091.

Branch Office : Ramendra Sundar, Tantuja Bhavan, DD-18/4,
6th floor, Bidhannagar, Kolkata-700064.

Phone: (033)2334-5199

Memo No. 36- WBCROS/B.B./2024

Date : 12.03.2024

Notice Inviting Quotation

Sealed quotations are hereby invited from the reputed authorized agencies / vendors / resourceful suppliers for supplying photocopier machine for the office of The West Bengal Council of Rabindra Open Schooling, Bikash Bhavan and Tantuja Bhavan.

Quotation must be submitted within 10(ten) days from the date of notification, i.e. on and from 12.03.2024. The last date of bid submission will be on 22.03.2024 till 2.00 PM and the Bid opening date and time will be on 22.03.2024 at 4.00 PM.

A. Specification of materials

1. **Photocopier Machine (CANON IMAGE RUNNER 2224)**

B. Submission of quotation: The agencies / vendors / suppliers are requested to submit their quotation(s) in the letterhead with details of enclosures as mentioned below.

- 1) Valid Trade License
- 2) P. TAX Registration
- 3) GST Registration
- 4) PAN

5) Credential of similar nature of supply in various Govt. department and other PSUs.

Unit rate should be quoted along with all taxes.

Authority reserves the right to accept or reject any/all quotations without assigning any reason on what so ever ground it may be.

Amitava Bagchi 12/03/2024
SECRETARY

(Dr. Amitava Bagchi)

The West Bengal Council of Rabindra Open Schooling

Secretary
The West Bengal Council of
Rabindra Open Schooling