



**SCHOOL OF MANAGEMENT AND BUSINESS STUDIES**  
**MAHATMA GANDHI UNIVERSITY**  
**PRIYADARSINI HILLS. P.O**  
**KOTTAYAM, Pin 686560.**  
**Phone 0481 2732288**

**No.SMBS/1//PUR/PRINTER/2020-21**

**PDHills, 27/07/2020**

**QUOTATION NOTICE**

Competitive quotations are invited from reputed firms for the supply of two numbers of Brand new Laser Printers to the School of Management and Business Studies, Mahatma Gandhi University, Priyadarsini Hills. PO, Kottayam subject to the following specifications and conditions.

Sl. No	ITEM / SPECIFICATIONS	QUANTITY (No)
1	<p>Laser Printers</p> <p><b><u>Specifications:-</u></b></p> <p>Paper:- A4, B5, A5, Legal, Executive, 16K, Envelope COM10, Envelope Monarch, Envelope C5, Envelope DL</p> <p>USB port Connection</p> <p>Print Speed :-A4: Up to 18ppm, Letter: Up to 19 ppm</p> <p>Print Resolution 600 x600 dpi</p> <p>Dimensions 364x 249 x199 mm</p>	<b>02</b>

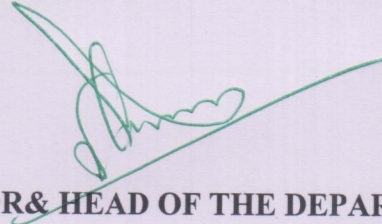
Sealed cover containing the quotations shall be super scribed, **“QUOTATION NOTICE No.SMB/1//PUR/PRINTER/2020-21 Dated 27/07/2020”** and be addressed to the **Director, School of Management and Business Studies, Mahatma Gandhi University, Priyadarsini Hills P.O, Kottayam, 686560.** The last date for receiving



quotations will be **12.30 pm on 10 /08/2020** and the Quotations will be opened at **2.30pm** on the same day.

**Conditions:-**

1. Quoted price should be inclusive of all taxes /freight/ loading & unloading /installation/ etc.”
2. Details such as make, model, mode of operation, etc., should be clearly mentioned in the Quotation.
4. Customs/Excise duty exempted price shall be quoted.
5. Quoted rates should have at least six months validity period.
6. Brochure of different models quoted should be enclosed.
7. Warranty, AMC conditions, nearest service centre details, supporting catalogues and demonstrations should be provided.
8. The right to accept or reject the quotations without assigning any reason rest entirely with the Undersigned.
9. If the product has a valid DGS&D rate it should be quoted.
10. If the last date for receipt of quotations is declared a holiday the next working day shall be the last date for the purpose.



**PROFESSOR & HEAD OF THE DEPARTMENT**

*Professor &  
Head of the Department  
School of Management &  
Business Studies  
Mahatma Gandhi University  
Kottayam*

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