

दूरभाष : 2577-0595/0597/0598 (ईपीएबीएक्स)
टेलीफैक्स : 25775531 (निदेशक)
ई-मेल : director@sisikolkata.gov.in
वेबसाइट : www.sisikolkata.gov.in
हमें देखें : www.smallindustryindia.com



Phone : 2577-0595/0597/0598 (EPABX)
Tele-fax : 25775531 (Director)
E-mail : director@sisikolkata.gov.in
Visit Us : www.sisikolkata.gov.in
Visit DC (MSME) : www.smallindustryindia.com

एमएसएमई - विकास संस्थान

(पूर्व में, लघु उद्योग सेवा संस्थान)
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय
भारत सरकार
111 व 112, बी.टी. रोड, कोलकाता 700108

MSME - DEVELOPMENT INSTITUTE
(Formerly - Small Industries Service Institute)
Ministry of Micro, Small and Medium Enterprises
GOVERNMENT OF INDIA
111 & 112, B.T. Road, Kolkata - 700108

F.No...../WBSX(10)/2006-07

Dt. 24.03.08.

Separate sheet enclosed.

Sub : Quotation for supply of Xerox Machine (Plain paper Copier)

Sir,

Please quote your rate in a sealed cover addressed to the Director, MSME-DI, 111 & 112 B.T.Road, Kolkata -108 with the word " Quotation for supply of Xerox Machine (Plain paper Copier) " boldly super scribed on the top of the envelop with following terms and conditions. The store and materials to be supplied are mentioned below.

Sl.No.	Description of Stores/Materials	Unit/Quantity
1.	Heavy duty Digital Photocopier with Network Printer, Network Scanner, Duplexing (RADF, ADU), 40 GB Hard Disk, 288 MB Ram , 400 MHZ high Speed Processor, 2X550 + 100 sheets paper tray & Wheel Trolley, 35 pages copy/print, 50 pages scan per minute	1 No.

Terms & condition :

1. Quotation should reach this office by 26th March 2008 within 5 p.m.
 2. Validity of the quotation should be one month from the date of receipt of the quotation by this office.
 3. You have to deliver the goods on or before 28th March 2008 along with 3 copies of bill within 5 p.m. in good condition.
 4. Vat and other charges if extra should be mentioned in the quotation
 5. Quotation will not be acceptable after 26th March 5 p.m.
 6. The competent authority reserve rights to cancel any quotation without any clarification.
 7. Payment should be made within 14 days from the date of delivery of the goods.
- Please quote mentioning the above terms and condition.

Thanking you.

Yours faithfully,

FOR DIRECTOR

1. The Notice Board, MSME-DI, Kolkata.
2. Shri D. Mitra, AD, Senet. He is requested to display the quotation in MSME-DI Web site within 26th March 2008.

FOR DIRECTOR.