

Memo. No. 1124.../B-III-9/BDA

Dated 16.../03 /2018

**NOTICE INVITING QUOTATION**

Sealed quotations are invited from the bonafide reputed Suppliers for supply of Digital Copier Machine (**Canon, HP, Sharp & others**) in the office of the Burdwan Development Authority. The quotationers are requested to quote their rates (including of all taxes) for Digital Copier Machine in figures as well as in words separately. An amount of Rs. 1,000.00 (Rupees One Thousand) only being the earnest money to be deposited through Bank Draft/Bankers Cheque in favour of the Chief Executive Officer, Burdwan Development Authority. Last date for dropping quotation has been fixed on 23/03/2018 upto 3.00 p.m and the quotations will be opened at 4.00 p.m on the same date in presence of the agencies or their authenticated representatives.

**Specification of above items is mentioned below: -**

1. Print Output – Black & white
2. Paper Size – A3, A4
3. Duplex Printing
4. Lan Connectivity
5. USB Supportable
6. Tray – 3
7. Supportable OS- Windows 7 and above
8. Scan to USB
9. Speed – 35 PPM and above

The authority reserves the right to cancel and reject the quotation without assigning any reason whatsoever.



Chief Executive Officer,  
Burdwan Development Authority,  
Purba Bardhaman.

Memo. No. 1124(12)/B-III-9/BDA

Dated 16.../03 /2018 <sup>P.D.A.</sup> 16.03.18

Copy forwarded to the following for favour of kind information: -

1. C.A. to Savadhipati, Burdwan Zilla Parishad
2. C.A. to District Magistrate, Burdwan
3. C.A. to ADM(G)/ADM(Dev)/ADM(ZP)/ADM(LR)/ADM(LA)

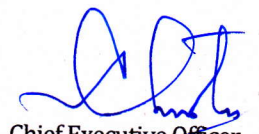


Chief Executive Officer,  
Burdwan Development Authority,  
Purba Bardhaman.

Copy forwarded to:

1. Chairman, Burdwan Municipality.
2. N.D.C, Burdwan Collectorate.
3. Suptd, Post Office, Burdwan.
4. The District Information & Cultural Officer, with the request to display in the office Notice Board.
5. The District Information Officer, NIC, Burdwan with request to hoist the NIQ in District Website.
6. Addl. Executive Officer, BDA.
7. Finance Officer, BDA.
8. Asst. Engineer, BDA.
9. Sub-Assistant Engineer, BDA.
10. Cashier BDA, with a request to issue tender papers to the eligible applicant.
11. Office notice Board.
12. DEO, to upload in the official website.

<sup>P.D.A.</sup> 16.03.18



Chief Executive Officer,  
Burdwan Development Authority,