

# THAPAR INSTITUTE

## OF ENGINEERING & TECHNOLOGY

(Deemed to be University u/s 3 of the UGC Act,1956)

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Enquiry No. TIET/CS/MB/18-19/18265

Date : August 14, 2018

**Sub:** Request for Quotation(s) for the Supply of Multi Function Printer.

Dear Sir

We shall be grateful if you kindly let us have your lowest **quotations** for the following materials. THE QUOTATIONS SHOULD REACH THE UNDERSIGNED **LATEST BY 20-08-2018** through courier or e-mail accompanied by appropriate illustrative literature/catalogues/pamphlets/technical details, samples and specifications as the case may be. **On the quotation envelope/ subject the Enquiry Number & Date should be mentioned on the top of the Envelope/mail subject.**

Sr. No.	Item Name	Qty.
1.	<b>Multi Function Printer with following specifications:-</b> <ul style="list-style-type: none"><li>• Print Resolution: Up to 600 x 600 dpi</li><li>• Print Speed: Up to 14 ppm</li><li>• Print Technology: Monochrome Laser</li><li>• Connectivity: Hi-speed USB, compatible with USB 2.0 specifications</li><li>• Supported Media Types: Paper (plain, laser), labels, envelopes, transparencies, postcards, cardstock</li><li>• Functionality: Print, scan, copy</li><li>• Power Consumption: Maximum 230 Watts</li><li>• Energy Star qualified</li></ul> <b>Preffered Make: HP,Canon or equivalent</b>	1 No.

**The offer sent by you must furnish the following details:**

1. Name, Make & specifications of each item.
2. Price Breakup itemwise with MRP. (Treat it mandatory)
3. Educational discount if any.
4. Validity of quotation should be at least 60 Days.
5. GST %
6. Delivery FOR Central Stores TIET. Patiala
7. Insurance, Freight & other charges if any.
8. Minimum Delivery Period.
9. Payment terms. Net 30 days against delivery & satisfactory installation at Thapar Institute, Patiala
10. Guarantee / Warranty Information.
11. Also please share your Companies Turnover and Market Share along with the offer.

Regards

Head Commercial