

BY SPEED POST

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Indian Institute of Remote Sensing  
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**PURCHASE DEPARTMENT**

Tender Enquiry No : IIRS/PandS/MPR- 1429

M/s

Date

30-Jul-12

Due Date


Thursday, August 16, 2012 at 1500 hrs.

Kindly submit your quotations in a sealed envelope superscribed with Enquiry No. due date for the supply of the following as per terms conditions mentioned below.

SI No	Material Description	Unit	Qty
1	Hiring of Xerox Machine (Sep 2012 to Aug 2013) Twelve months with flooring - Machine should be good and new and recognized brand with latest technology/ know-how - Complete automatic documents feeder - Speed ranging from 35/40/45 PPM - By Pass tray - 100 SHEETS - Tray - 2 x 500 sheets - Overlay mode and multiple counters - Total set making system - Auto zoom, auto centre, auto reduction/enlargement from 25% to 400% - Multiple auto duplexing of 999 pages in one command	Job	1

**Terms and Conditions :**

1. Payment will be made on monthly basis, subject of production of satisfactory report from the user on bill in duplicate.
2. Maintenance charges of Xerox Machine shall be borne by the company.
3. Paper shall be provided by IIRS.
4. Please quote your rate for rent/hiring charges of Xerox Machine per month basis with copy charges and other charges, if any applicable.
5. Please enclose the leaflet/ catalogue of your machine with your quotation without fail.
6. Exact quantity will be decided at the time of placing of order.
7. Machine will be installed in different places in IIRS Campus.

  
Purchase and Stores Officer  
Indian Institute of Remote Sensing

Please See Our Web Site :- "[www.iirs.gov.in](http://www.iirs.gov.in)" for all tenders

o/c S. Kundral  
30/7/12