



राजकीय इंजीनियरिंग कालेज बाँदा
(पूर्ववर्ती डा०भीमरावअम्बेडकरइंजीनियरिंगकालेजआफइन्फारमेशन एण्ड टेक्नोलॉजी, बाँदा)
Rajkiya Engineering College Banda
Atarra, Banda - 210201
E-Mail :director@recbanda.ac.in URL www.recbanda.ac.in
Tel: +91 5191 254301 Mob:+91-7905607177



Ref No: - REC/Banda/S & P/2026- 121

Date: 03-03-2026

INVITATION FOR QUOTATION

To,

Sub: Invitation for Quotations for maintenance of photocopy machine Xerox B7035 at REC Banda.

Dear Sir,

1. You are invited to submit your most competitive quotation for the following items.

S.no	Purchase Items	Quantity	Place of Delivery
1	Xerox B7035 Scanner	01 No	Rajkiya Engineering College Banda
2	Xerox B7035 led harness	01 No	Rajkiya Engineering College Banda
3	Xerox B7035 led flat cable	01 No	Rajkiya Engineering College Banda
4	Xerox B7035 mother board wiring	01 No	Rajkiya Engineering College Banda
5	Xerox B7035 tonner cartedge cable	01 No	Rajkiya Engineering College Banda
6	Xerox B7035 supply cable	01 No	Rajkiya Engineering College Banda
7	Xerox B7035 tray harness	01 No	Rajkiya Engineering College Banda
8	Xerox B7035 scanner flat cable	01 No	Rajkiya Engineering College Banda
9	Xerox B7035 mother board	01 No	Rajkiya Engineering College Banda
10	Xerox B7035 Service	01 No	Rajkiya Engineering College Banda

2. Quotation:

2.1 The quotation shall be for the full quantity as described above.

2.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.

2.3 All duties and other levies payable by the supplier under the quotation shall be included in the unit price.

2.4 Applicable taxes shall be quoted separately for all items.

2.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

2.8 The Prices should be quoted in Indian Rupees only.

3. Each bidder shall submit only one quotation.

4. Quotation shall remain valid for a period not less than 180 days after the last date of quotation submission.

5. Evaluation of Quotations:

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

5.1 are properly signed.

5.4 confirm to the terms and conditions, and specifications.

6. The Quotation would be evaluated for all services together.

7. Award of work order:

The Purchaser will issue work order to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

7.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotation and to cancel the process and reject all quotations at any time prior to the award of contract.

7.2 The bidder whose quotation is accepted will be issued work order by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the work order.

8. Payment shall be made in Indian Rupees as follows:

Satisfactory Completion – 100% of total cost

9. You are requested to provide your offer latest by 11:00 hours on 24 September, 2026.

11. Sealed quotation to be submitted/delivered at the address mentioned below,

Rajkiya Engineering College, Banda Atarra, Banda 210201

12. We look forward to receiving your quotation and thank you for your interest in this project.


(Authorized Signatory)
Name & Designation
Incharge Purchase

FORMAT FOR QUOTATION SUBMISSION

(In letterhead of the supplier with seal)

Date: _____

To: _____

S.no	Description of Purchase Items	Quantity	Quoted Unit rate in Rs. (without GST)	Total Price (A)	GST payable	
					In %	In figures (B)
1	Xerox B7035 Scanner	01 No				
2	Xerox B7035 led harness	01 No				
3	Xerox B7035 led flat cable	01 No				
4	Xerox B7035 mother board wiring	01 No				
5	Xerox B7035 tonner cartedge cable	01 No				
6	Xerox B7035 supply cable	01 No				
7	Xerox B7035 tray harness	01 No				
8	Xerox B7035 scanner flat cable	01 No				
9	Xerox B7035 mother board	01 No				
10	Xerox B7035 Service	01 No				
Total Cost						

Gross Total Cost (A+B): Rs. _____

We agree to supply the above items in accordance with the specification for a total contract price of Rs. _____ (Amount in figures) (Rupees _____

_____ amount in words) for the period specified in the Invitation for Quotations.

We confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: _____

Address: _____

Contact No. _____