



सिलवासा नगर पालिका  
**SILVASSA MUNICIPAL COUNCIL**  
संघ शासित प्रदेश दादरा एवं नगर हवेली और दमन एवं दीव  
**DADRA & NAGAR HAVELI AND DAMAN & DIU**  
सिलवासा/SILVASSA – 396230



**No.SMC/CO/GNL/Xerox Machine/2023/91/5141**

**Date:18/10/2023**

**Subject: - Repairing of Xerox Machines installed in Silvassa Municipal Council Bhawan.**

**:- QUOTATION NOTICE: -**

Sealed Quotations are hereby invited from the interested suppliers/agencies for following items as to reach the undersigned on or before 23/10/2023 up to 12.00 Hrs. by post or by hand delivery.

Sr. No.	Item Description	Qty.	Units	Rate (inclusive of all taxes)	Amount (inclusive of all taxes)
1.	IBT belt premium quality	1	Nos.		
2.	IBT belt cleaning blade	1	Nos.		
3.	Developer	8	Nos.		
4.	OPC drum	8	Nos.		
5.	Blade	8	Nos.		
6.	PCR	8	Nos.		
7.	Servicing of Xerox Machine	3	Nos.		
8.	Developer unit	4	Nos.		
9.	HVPS card	1	Nos.		
10.	Drum (Ricoh 2014 AD)	1	Nos.		
11.	Wiper Blade (Ricoh 2014 AD)	1	Nos.		
12.	Heater roller (Ricoh 2014 AD)	1	Nos.		
13.	Service charge ((Ricoh 2014 AD)	1	Nos.		
14.	PCR (Ricoh 2014 AD)	1	Nos.		
15.	Drum body part (Ricoh 2014 AD)	1	Nos.		
<b>Total...</b>					

**The terms and conditions are as follows:**

1. The rates for the above items should be inclusive of all taxes & quoted for the unit shown against each item & FOR at Silvassa.

2. The firms who are able to give service should quote the rates/provide materials from licensed outlets on receipt of the clear service order by this Department.
3. Sealed envelope should be super scribed word **“Repairing of Xerox Machines installed in Silvassa Municipal Council Bhawan”**.
4. The payment will be made after full satisfaction of the representative of Department.
5. The suppliers/agencies should quote their rates in their own letter pad OR on plain paper with their rubber stamp.
6. The rates should be valid up to one year of the contract issue to the agency.
7. Right to reject or accept any or all tenders are reserved with the undersigned.
8. The Quotations shall be opened on 23/10/2023 at 1:00 Hrs. in presence of the bidders if any.

**Sd/-**  
**Chief Officer**  
**Silvassa Municipal Council**  
**Silvassa**

**Copy to:**

1. The President, Silvassa Municipal Council, Silvassa for kind information please.
2. All Head of Office, D&NH, Silvassa for kind information and wide publicity.
3. The Assistant Director (IT), DNH, Silvassa with request to uploading in DNH Administration Website and Official Silvassa Municipal Council website.
4. Notice Board.