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KERALA PUBLIC SERVICE COMMISSION

No: RA1-3/1/2020-KPSC

Thiruvananthapuram
Dated:05/12/2022

QUOTATION NOTICE

Sealed quotations are invited for AMC (Annual Maintenance Contract) of Thirty Six (36) numbers of Photocopier Machines/Multifunction Printers installed at the following offices of the Kerala Public Service Commission.

SCHEDULE OF ITEMS

Sl. No.	Make	Model	Quantity	Location
1	Xerox	Work Centre 5020	01	DO Thiruvananthapuram
2	Sharp	AR6020V	01	RO Kollam
3	Xerox	Work centre 5016	01	RO Ernakulam
4	Sharp	AR-5618	01	RO Kozhikode
5	Sharp	AR6020V	01	DO Kollam
6	Sharp	AR 5516	01	DO Alappuzha
7	Ricoh	AficioMP 1600Le	01	DO Pathanamthitta
8	Ricoh	MP 2001-L	01	DO Idukki
9	Sharp	AR6020V	01	DO Kottaym
10	Konica	Bizhub 165e	01	DO Ernakulam

	Minolta			
11	Ricoh	MP20001L	01	DO Thrissur
12	Canon	Image Runner 2422L	01	DO Palakkad
13	Sharp	AR5516	01	DO Malappuram
14	Sharp	AR5516	01	DO Kozhikode
15	Canon	IR2420L	01	DO Wayanad
16	Sharp	AR 6020 V	01	DO Kannur
17	Ricoh	MP 2001-L	01	DO Kasaragod
18	Xerox	5020	01	HO Tvpm (Establishment)
19	Toshiba	E Studio 2309 A	01	HO Tvpm (O/o CE)
20	Xerox	5016	01	HO Tvpm (DE)
21	Sharp	MFD AR- 6020 N	01	
22	Toshiba	E Studio 2309A	01	HO Tvpm (R1)
23	Xerox	5016	01	HO Tvpm (GR)
24	Xerox	5016	01	HO Tvpm (ER)
25	Toshiba	E Studio 181	01	
26	Sharp	MFD AR- 6020 N	01	
27	Sharp	AR6020N	01	HO Tvpm (CR/CS/LR)
28	Xerox	5016	01	HO Tvpm (Chairman's Secretariat)

29	Ricoh	MP 2001 L	01	HO Tvpm (Accounts)
30	Toshiba	E Studio 2303A	01	
31	Sharp	MFD AR-6020 N	01	
32	Xerox	5020	01	HO Tvpm (Advice Rules)
33	Sharp	AR 6020 N	01	HO Tvpm (SS1)
34	Sharp	A3 Digital Mono MFD MXM265N	01	PR Unit HO TVPM
35	Sharp	MFD AR-6020 N	01	HO Tvpm (ER)
36	Sharp	MFD AR-6020 N	01	HO Tvpm (GR)

Superscription

Quotation No. : 18/2022

Last date and Time for the receipt of Quotation : 01.00 PM. On 20/12 /2022

Date and Time for opening the Quotation : 03.00 PM. On 20 / 12 /2022

Due up to which rates are to be firm : One Year from the date of contract.

Name and Designation of Purchasing Officer : Saju George, Secretary,

KPSC, Pattom, Thiruvananthapuram.

Terms and Conditions

1. Rates quoted will be inclusive of all taxes.
2. Duration of this contract is for the period of ONE year.
3. Assurance on promptness of service within next working day.
4. **The bidder should ensure preventive maintenance of Photocopier Machine/Multifunction Printer once in 3 months.**
5. **The bidder should ensure service in all districts as per the schedule.**
6. The right to reject any quotation in full or in part without assigning any reason thereof is reserved with the purchasing authority.
7. **Payment will be made after certification by our Technical Experts on completion of each Six months.**
8. . In case of under performance, the contract for AMC will be revoked without any notice.
9. **The bidder should have OEM Autherisation certificate for each type of machines and**

should produce the same along with the quotation. If the copy of OEM Authorization Certificate / Dealership certificate is not produced alongwith quotation it is treated as the bidder does not possess OEM Authorization.

**SAJU GEORGE,
SECRETARY,
KERALA PUBLIC SERVICE COMMISSION**

NOTE:- More details can be had from the Office of the Additional Secretary, R&A Wing, Kerala Public Service Commission.