**TENDER NOTICE**

Sealed tenders are invited for the purchase a **digital duplicator** to Sree Sankara Vidyapeetom College, Valayanchirangara, P.O. Perumbavoor, Kerala as per the specifications mentioned below. The tenders super scribed ‘SSV/M4/1108/2018’ should reach The Principal, Sree Sankara Vidyapeetom College, Valayanchirangara, P.O. Perumbavoor, Kerala, 683556 latest by 3 p.m. on 12.11.2018. The tender forms with detailed specifications and terms and conditions may be availed from the College office, Sree Sankara Vidyapeetom College, Valayanchirangara, Perumbavoor (from 9.30 am to 3.30 pm, on weekdays) or can be downloaded from the college website: <http://ssvcollege.ac.in/index.php/tenders/>

Those who use downloaded tender forms must directly pay the tender fee at college office from 9.30 am to 3.30 pm, on weekdays.

* Tender Fee: Rs. 500 + 12% GST

**Digital Duplicator – Specifications**

* Speed – 130 Copies/Minute
* Maximum Print Area – B4
* Maximum Scanning Paper Size – A3
* Connectivity – USB, Flash Drive
* Paper Feeding Capacity – 1000 sheets

**The tender documents should contain:**

1. Prescribed tender form duly signed and sealed.
2. Detailed technical specifications and original brochure and literature supporting technical specifications.
3. Compliance to payment condition and delivery period and Place of delivery.
4. Warranty and Guarantee details if any.
5. Price of the equipment and its accessories, of essential spare parts.
6. Manufacture Authorisation Letter
7. Customer List
8. Nearest Service Centre

The tenders duly filled and signed by the tenderer along with necessary documents should be submitted to The Principal, Sree Sankara Vidyapeetom College, Valayanchrangara. P.O, Perumbavoor - 683556 on or before 3 pm on 12.11.2018. The Principal, Sree Sankara Vidyapeetom College, Valayanchirangara. P.O, Perumbavoor reserves the right to accept or reject all or any tender at her sole discretion without assigning any reason.

**PRINCIPAL**