

**Telecom Regulatory Authority of India
General Administration**

No. 8 - 2/2009 - GA

Dated: November 28, 2013

Tender Notice

Sealed quotations are invited from the interested firms for providing maintenance for Cannon / Sharp Photocopiers installed in the TRAI premises under **Maintenance Contract for a period of Two (02) years.**

2. The interested firms may submit their bids **after inspection of the photocopier machines** in **sealed envelope** Super-scribed in Bold Letter as "**Bid for maintenance contract of Cannon / Sharp photocopiers machines**" and address it to the Sr. Research Officer (GA), TRAI, Mahanagar Doorsanchar Bhawan, Jawahar Lal Nehru Marg, New Delhi - 110 002.

3. Details of the photocopier machines are given below:-

SN	Machine Model	Machine Sl. No.	Location
1.	Canon IR 1600	No. RSN 08238	O/o Member (V)
2.	Canon IR 2020	No. NCF 00076	Coordination Section
3.	Canon IR 2020	No. NCF 00973	NSL - I Division
4.	Sharp AR 5127	No. 65061718	O/o Advisor (B&CS)
5.	Sharp MX M 310N	25026215	NSL - II Division

4. The contract will be awarded to the lowest bidder for each machine. However, TRAI reserves the right to award the contract to a single bidder also.

5. TRAI reserves the right to accept or reject any bid without assigning any reason.

6. The bids shall be signed by the authorized signatory of the bidding firm. The bids / quotations received after due date and time will not be accepted.

7. Interested parties / firms are to ensure that the rate should be quoted in the prescribed proforma (**Annexure**) only for the aforesaid work in the sealed cover **latest by 1500 Hrs. on December 06, 2013.** The tender will be **opened on December 06, 2013 at 1530 Hrs.** in the office of the undersigned at Room No. 203, Mahanagar Doorsanchar Bhawan, J.L. Nehru Marg, Old Minto Road, New Delhi - 110 002 in presence of the parties.




[S.N. Tiwari]

Sr. Research Officer (GA)
Ph. 23233602

Schedule of Rates

SN	Machine Model	Machine Sl. No.	Rate per copy (Inclusive of all Taxes)	
			In Figure	In Words
1.	Canon IR 1600	RSN 08238	₹	
2.	Canon IR 2020	NCF 00076	₹	
3.	Canon IR 2020	NCF 00973	₹	
4.	Sharp AR 5127	65061718	₹	
5.	Sharp MX M 310N	25026215	₹	

Note: Quoted rate should be inclusive of all taxes.



Signature of the tenderer
(With seal)