

HIGH COURT OF DELHI AT NEW DELHI

No. 9604 /STY./DHC
DATED - 05/05/2018.

From:-

The Registrar General
High Court of Delhi
New Delhi

To

(on the website of Delhi High Court)

Sub:- Quotation for purchase of three nos. of RICOH/SAMSUNG/KYOCERA/KONIKA MINOLTA make mono colour Digital photocopier machines having minimum speed of 25 cpm with latest configurations.

Sir,

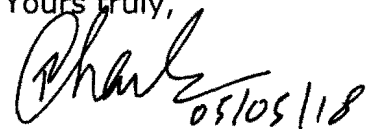
This Court intends to purchase three nos. of RICOH/SAMSUNG/KYOCERA/KONIKA MINOLTA make mono colour Digital photocopier machines having minimum speed of 25 cpm with latest configuration for the use of this Court.

The authorised vendor(s) are, therefore, requested to submit the necessary quotation for abovesaid requirement in a sealed envelope clearly mentioning the technical details/specifications of the model being offered by them alongwith an authorization letter issued by the manufacturer. The selected vendor will also be required to provide AMC of the Digital Photocopier machine from the date of installation and the AMC rates should be separately mentioned in the quotation. The period of validity of rates should not be less than 90 days from the last date of submission of quotation. Quotations with less period of validity of rates shall be rejected.

The sealed envelope, superscribing thereon "**QUOTATION FOR DIGITAL PHOTOCOPIER MACHINE OF 25 CPM**" and addressed to "Registrar General, Delhi High Court, New Delhi", must reach to the Administrative Officer (J)(Sty.), Ground Floor LCB-III, Delhi High Court on or before **25-05-2018** upto 5 p.m. Quotations received after the due date and without subject mentioned shall be summarily rejected without any notice.

It may be noted that rates should be clearly mentioned indicating G.S.T./taxes in the quotation.

Yours truly,



(Rajeev Chauhan)

Deputy Registrar (IT/Sty./Dig.)
for Registrar General