

**ASSAM POWER GENERATION CORPORATION LIMITED**

Registered Office: Bijulee Bhawan, 3rd floor, Paltanbazar, Guwahati-781 001, Assam.
Email: md.zakir@apgcl.org, Tele-Fax: 0361-2739522.

MD Zakir, CGM (Gen)

Notice No: APGCL/CGM(GEN)/2025-26/PRINTER-HQ/Q1/06

Date: 06/05/2025

Request for Quotation

The Chief General Manager (Gen), APGCL, Bijulee Bhawan, Paltanbazar, Guwahati-1 invites sealed quotations from intending firms/bidders having valid GST registration in their letter heads for supply and Installation of the **3 (Three) Nos. of All-in-One color printer (Ink Tank)** as per specification given below:

TABLE-A

Sl. No.	Particulars	Specification
1	Print Technology	Inkjet (Ink-tank)
2	Type of Printing	Colour Print, Scan & Copy
3	Paper Size	A4 and Legal
4	Coping maximum copy size	A4
5	Connectivity	USB Port, wifi
6	Operating System Compatibility	Windows 10 and above, Linux and Mac OS
7	On site OEM Warranty (Year)	Minimum 1 year.

The sealed quotations shall be submitted to the Office of **Chief General Manager (Generation), APGCL** on or before **15.05.2025 up to 15:00 Hrs.** and the received sealed quotations shall be opened on the same date i.e., **15.05.2025 at 16:00 Hrs.** at Office of **Chief General Manager (Generation), APGCL**. The participating bidder/firm or their authorized representative may be present at the time of opening of the sealed quotations.

Terms and Conditions:

- Price:** The rate should be quoted per unit of each item. GST shall be quoted separately for each unit. The rate should be inclusive of packaging and forwarding, freight, etc. **Rate Basis:** **APGCL**, 3rd Floor Bijulee Bhawan, Paltan Bazar, Guwahati.
- Delivery:** The time of completion of the work shall be 01 week i.e. 07 (seven) days from the date of issue of work order.
- Place of Delivery/consignee :** Office of the **Chief General Manager(Generation), APGCL**, 3rd Floor Bijulee Bhawan, Paltan Bazar,Guwahati-781001.
- Payment Terms:** 100% payment shall be made after successful supply and Installation of the ordered materials in full and good condition at APGCL.
- The rate once quoted shall be firm without any variations until the successful completion of the entire work of supply and installation of all the ordered printers.
- All other terms and conditions shall be as per the "General Conditions for supply and erection, 2014" of APGCL. The same may be obtained from APGCL website.

✓ The undersigned is not bound to accept the lowest rate and reserves the right to accept or reject any or all quotation without assigning any reason thereof.

11. Documents to be submitted by firm/bidder with their offer:

i. GST certificate

ii. PAN card

iii. ITR for F.Y. 2023-24

iv. Technical Manual of the offered printer. The specification of the offered printer shall match with those stated in Table A of this document.



Chief General Manager (Gen),
APGCL

Memo No. APGCL/CGM(GEN)/2025-26/PRINTER-HQ/Q1/06

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Copy to: -

- 1) OSD to The Chairman, APGCL, Bijulee Bhawan, Paltanbazar, Guwahati-1, for favour of kind information of the Chairman.
- 2) OSD to The Managing Director, APGCL, Bijulee Bhawan, Paltanbazar, Guwahati-1, for favour of kind information.
- 3) The Chief General Manager (F&A), APGCL, Bijulee Bhawan, Paltanbazar, Guwahati-1, for information.
- 4) Notice Board.
- 5) Relevant File.



Chief General Manager (Gen),
APGCL