



**INDIRA GANDHI INSTITUTE OF TECHNOLOGY,
SARANG, DIST.- DHENKANAL(ODISHA)-759 146**

No.IGIT/PA/27-418

Date- 04/08/2023

NOTICE

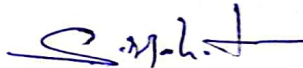
Indira Gandhi Institute of Technology, Sarang invites Expression of Interest (EOI) from interested reputed firms experienced in supply of Photocopier Machine(New and Buy Back System). The Interested Suppliers/Firms may quote their rates on the appropriate rate format as per **Annexure-1**.

General Terms & Conditions

1. The interested firms required to submit their willingness along with a demand draft of Rs. 5,000/- (Rupees Five Thousand Only) as Earnest Money in favor of Director, Indira Gandhi Institute of Technology, Sarang payable at State Bank of India, IGIT,Sarang (Code- 10246).
2. The willingness in all respect should reach to the office of the Director, IGIT. Sarang in duly sealed envelope super scribe with "Expression of Interest for supply of Photocopier Machine". Incomplete and conditional willingness will not be considered.
3. The interested firm must be a registered sole dealership and must attach the documents in support of the firm.
4. The interested firms must have valid GST Certificate, PAN Card, Bank Account to participate in the EOI and must submit self attested copy of the same.
5. The interested firms can inspect the Old Photo Copier Machines 'As is where is Basis' during any working days between **09.00 A.M. to 04.00 P.M.** in the office premises mentioned above of this Institute before submission of EOI.
6. It will be responsibility of the firm to pack the material by own risk and the cost towards transportation, packing, loading, unloading etc. will also be borne by the firm.
7. The EMD amount, whose rates are not approved, will be returned within 30 days upon finalization. No interest will be paid on the amount of the EMD. However, the

EMD of the firm, whose rates are accepted, will be returned on submission of performance undertaking after completion of the entire job that the materials has been received by them in fully quantity, mentioning the brand etc. of the materials.

8. The Institute reserves the right to terminate the EoI without assigning any reason.
9. In case of any dispute, all legal matters shall be instituted within the jurisdiction of the place where the seller of Old Photo Copier Machine ordinarily resides.
10. Additional Terms and Conditions will be incorporated in the supply order, if needed, to safe guard the interests of the Institute.
11. The last date for submission of EoI : **04.09.2023** up to **4.30 P.M.** The EOIs received after due date will not be considered.
12. Any correspondence related to this EoI shall be uploaded in the Institute website. Therefore, all bidders are required to visit the Institute website www.igitsarang.ac.in from time to time.
13. Those parties/ firms earlier applied vide Advertisement No.IGIT/PA-331 dated 06.06.2023 may/may not apply further.
14. The opening of the EOI is on **12.09.2023** at **03.00 P.M.**


04/08/2023
DIRECTOR

Copy to:

1. All local authorized dealers/suppliers.
2. Mr. Gourab Ghosh, Asst. Prof. Mech. Eng. & Professor I/c., Institute Website for information and uploading of the EoI in the Institute website for information and necessary action.
3. All Notice Boards.

Director
Indira Gandhi Institute of Technology
Sarang. Dist. Dhenkanal

ANNEXURE-1

Price Offer under Buy Back System

Sl.No	Particulars of Buy Back Photo Copier Machine	Qty.	Unit Price	Tax	Price
1	Make: Model No: (Duplex and DADF with Stabilizer and Trolley)	01 set			
2	Buy Back Offer for 1 set of Old Photo Copier Machine, Model- AltaLink B8045, XEROX Year of purchase- 2020	01 set			
Total after deducting the offer amount					

Signature of Bidder

Seal

Price Offer for purchase of New Machine

Sl.No	Particulars/ Brand	Qty.	Unit Price	Tax	Price
1	Make: Model No: (Duplex and DADF with Stabilizer and Trolley)	01 set			

Signature of Bidder

Seal