



BANKURA UNIVERSITY

(West Bengal Act XIX of 2013- Bankura University Act, 2013)

Main Campus, Bankura Block-II, P.O.: Purandarpur, Dist.:

Bankura, Pin- 722155, West Bengal

Office of the Registrar

No: RO/BKU/ 685/2025

Date:24/11 /2025

Tender Notice

Sealed quotations are invited from the reputed manufacturers, suppliers and vendors for supply of Canon Photocopier Machine with buyback policy for Finance Department, Bankura University.

The quotations are to be submitted to the Registrar, Bankura University, Bankura Block-II, P.O.- Purandarpur, Bankura, Pin- 722155. Last date of submission of quotation is on 01.12.2025 up to 3.00 p.m.

Eligibility criterion of participation in the tender:

- Bonafide, resourceful and reliable Vendors.
- An undertaking should be given stating thereby that the firm has not been debarred or penalized for any reasons out of work by any Government Department.
- Subletting of suppliers is strictly prohibited.
- The prospective bidders must have valid upto date clearance of Income Tax return / Professional Tax clearance certificate / P.T (Deposit Challan) / PAN Card / **GST registration certificate**.
- The prospective bidders must have valid Trade License/ Enlistment.
- The authorised Dealers/ Vendors must have authorization certificate of dealership.
- The suppliers who have been delisted or debarred by any government department shall not be eligible in any way.
- Rate is to be inclusive of all taxes, transport charges and installation.
- The rates will be valid upto 31.12.2025.
- The University reserves the right to accept or reject any quotation without assigning any reason whatsoever.

Detail specifications of the photocopier machine are given below:

Sl. No.	Item Name	Specification	Quantity
1.	Canon Photocopier Machine	Canon IR 2224N Mono Component Print, Copy, Scan Paper Size – A4, A4R, A3, A5,A5R,B5,B5R Copy Speed – 24 PPM (A4), 12 PPM (A3) Memory – 1 GB Storage – 2 GB MMC Resolution – 1200x1200 (Print) Zoom Ratio – 25%-400% First Copy Time – 7.4 Sec File Format – JPEG/PDF/PNG/TIFF Power Source – 220-240W Wi-Fi Duplex Mobile Printing Touch Panel Paper Cassete-01 By Pass Tray-01	1 unit

		Paper Capacity Cassette-250 Sheets By pass Cassette Capacity – 100 Sheets 1.2 GHz Multi Taskiy Networking With buy back of one old photocopier machine model name Canon Image runner 2202N	
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Sd/-
Dr. Saurabh Dutta
Registrar (Addl. Charge)
Bankura University

Memo No. RO/BKU/685/1(5)/2025

Date: 01/12/2025

Copy Forwarded to:

1. The Finance Officer, Bankura University.
2. System Administrator, Bankura University with a request to upload the notice in the university website
3. Central Store, Bankura University
4. Office Notice Board.
5. Guard file

Sd/-
Dr. Saurabh Dutta
Registrar (Addl. Charge)
Bankura University