



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/241/2026

Date: 09/06/2026

Tender Notice

Sealed quotations are invited from the reputed manufacturers, suppliers and vendors for supply of Ricoh Photocopier Machine with buyback policy for Central Library, 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 16.06.2026 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 31.12.2026.
- The University reserves the right to accept or reject any quotation without assigning any reason whatsoever.

Detailed specifications of the photocopier machine are given below:

Sl. No.	Item Name	Specification	Quantity
1.	Ricoh Photocopier Machine	RICOH Digital Photocopier cum Duplex Network printer Scanner, Model: M2810N With copy speed-28PPM, Zoom-25% to 400%, multiple copy up to 999, paper size-A3 to A6, Memory 512 MB, Print Resolution-2400 x 600, Printer Language -PCL5, PCL 6(XL), Supported Paper weight-52-216 g/m ² , with ARDF With buy back of one old photocopier machine model name Ricoh MP3054 Photocopier	1 unit

Sd/-

Dr. Saurabh Dutta
Registrar (Addl. Charge)
Bankura University

Memo No. RO/BKU/ 241/1(5)/2026

Date: 09/06/2026

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**