

**GOVERNMENT OF WEST BENGAL**  
**AGRICULTURE DEPARTMENT**  
**NABANNA**  
**325, SARAT CHATTERJEE ROAD, HOWRAH-711 102**

No. 1500 -AG-11027(13)/1/2018-NAB

Dated, Howrah, the 13<sup>th</sup> December, 2022.

**QUOTATION NOTICE**

Quotations are hereby invited from reliable firms/manufacturers/direct selling/servicing agents for service and maintenance contract (Non-Comprehensive) for three years of Canon Make, Model IR Adv 4225 copier machine installed in Agriculture Department, Nabanna, 3<sup>rd</sup> Floor, 325, Sarat Chatterjee Road, Howrah – 711 102.

The Terms and Conditions of Service & Maintenance Contract are given below:

**Warranted Item** : All Parts of Canon Make, Model IR Adv 4225 copier machine except Tonner, Drum, Fixing film.

**Tenure of Service and Maintenance** : Three (3) years

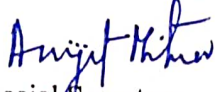
**Payment Terms** : After completion of servicing and maintenance of 12 months

**Time Limit to attend call** : All breakdown call will be attended within 24 hours. All defective spare parts will be replaced or repaired on site within 7 working days.

**Experience** : Proof of reputed Manufacturer/Dealer/Direct selling/servicing agent having separate Support Centre and manpower for such type of work with experience to provide service. OEM authorized must be required.

Quotations shall be submitted in the Agriculture Department, Nabanna, Room No.309 within 7 (seven) days from the date of issuance of this notice before 4 pm. No quotation will thereafter be received or entertained. Rate should be quoted inclusive of all charges. No extra charge in any form will be entertained in future. Quotations will be opened on 21.12.2022 at 3 pm.

Govt. reserves the right to reject any or all of the quotations without showing any reason whatsoever.


  
Special Secretary  
to the Government of West Bengal

No. 1500 -/1(5)-NAB

Dated, Howrah, the 13<sup>th</sup> December, 2022.

Copy forward for information & taking necessary action to the:

1. The Chairperson, DTC, Agriculture Department, Govt. of West Bengal.
2. The Financial Advisor, Agriculture Department, Govt. of West Bengal.
3. The Addl. Secretary, (Shri P. K. Sarkar), Agriculture Department, Govt. of West Bengal
4. The SSP, Agriculture Department. – For uploading this notice in matirkatha portal.
5. P.S. to the Principal Secretary, Agriculture Department, Nabanna, Howrah.

  
Special Secretary  
to the Government of West Bengal