

**इंजन विकास निदेशालय**  
**QUOTATION NOTICE**

No. ED/7.01/Photo Copier/2024

Dated: 27/03/2024

Subject: Invitation of Quotations for Repair of Ricoh Photocopier Machine

Engine Development Directorate solicits sealed quotations from Ricoh photocopier Original Equipment Manufacturers (OEMs) or their authorized dealers/service providers for the repair of 01 no. Ricoh MP-2014D located at the Engine Development Directorate, RDSO, Lucknow. Interested firms may submit the quotations to the office of Director/Engine Development Directorate, RDSO, Manak Nagar, Lucknow-226011 by 3:00 PM on 10/04/2024. The quotations will be opened at 3:30 PM on the same day in the presence of interested bidders who wants to present at the time of quotation opening. Kindly submit the rates as per scope of work given below-

SN	Scope of work	Quantity	Single Rate (inclusive GST)
1.	Repair of 01 no. Ricoh MP-2014D photocopier machine (Replace drum, cleaning blade, charge roller etc. and to make the machine fully operational)	01 no.	In figure:  In word:

**Term & Conditions:**

1. Bidder should have Ricoh OEM or authorized dealer/partner/service provider for Ricoh photocopiers
2. Bidder should have Valid GST registration and PAN (copy shall be submitted along with quotation offer)
3. Offer shall be valid for minimum 90 days from the date of opening of quotation.
4. Bidders may visit the site/Machine during the office hours in any working day.
5. Defective parts shall be replaced with genuine parts only.
6. Work shall be completed within 30 days from the date of issue of work order.
7. In case of delay in completion of work, penalty may be imposed as per Indian Railways General condition of contract.
8. Replaced parts carry OEM warranty as per Ricoh norms.
9. 100% payment shall be done after satisfactory completion of work on submission of bill in duplicate.
10. Bill shall be addressed to Director, Engine Development Directorate, RDSO, Manak Nagar, and Lucknow-226011.
11. The Bill will be verified, deductions made for penalties and taxes in vogue, then forwarded to the Finance Directorate for payment.
12. Successful bidder to provide bank details for NEFT/RTGS payment by RDSO.
13. In case of any disputes regarding the work or quotation, the decision of the Executive Director/Research shall be final and binding on the contractor
14. Any released material shall be property of RDSO.
15. In case date of quotation opening falls on holiday, the quotation shall be opened on next working day.
16. RDSO reserves the right to accept or reject any/all quotations without assigning any reason.

(कमलेश कुमार)

27/3/2024  
Assistant Design Engineer  
Engine Development Directorate,  
RDSO, Manak Nagar, Lucknow-11  
Asstt. Design Engineer (ED)  
D.S.O. (Min. of Rly.) Lucknow-11