

Sirs,

Sub:-Purchase of digital photocopier – reg.

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The Board proposes to purchase 2 Nos. of digital photocopiers having the basic specifications furnished below for the use at our Head office at Palarivattom.

**Minimum specifications.**

- I) Model - 1: Copy speed : 20 cpm.  
Technology : digital  
Ram : 16 MB  
Paper Tray : 2x250 sheets.  
Bye Pass capacity : 50 sheets  
Paper size : A3  
Zoom : 50% - 200%  
Printer : Built-in printer.
- II) Model -II : Copy speed : 25 CPM  
Technology : digital  
Ram : 64 MB  
Paper Tray : 2x500 sheets.  
Bye pass capacity : 50 sheets  
Paper size : A3.  
Zoom : 25% - 400%  
Printer : Built in printer.

You are requested to quote your lowest rates under DGS & D rate contract for the different models. You may also give the details about warranty, buyback rate, FSMA, CRISP, discount etc. if any. Your quotation should reach this Office on or before 5<sup>th</sup> October 2007 at 2.00 p.m. in sealed envelopes addressed to the Secretary, Spices Board, Kochi-25 superscribed with "Quotation for digital copier – Due date 05.10.2007 at 2.00 pm. The quotations will be opened at 3.00 pm on the same day in the presence of the quotationers present. The Board reserves its right to reject any proposal without assigning any reasons.

Yours faithfully,

(P.K.PHILIP)  
DY.DIRECTOR(ADMN).