

No:ADM/PUR/12(4)06

Dated:13th September 2007.

Sirs,

Sub:-Purchase of fax machine – reg.

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It is proposed to purchase 3 Nos. fax machines having the basic specifications furnished below for the use at our Head Office at Palarivattom.

Minimum Specifications

- 1. Display LCD – 16 characters**
- 2. Out of paper ;memory storage:100 pages**
- 3. Delayed transmission by setting time**
- 4. Broadcasting(automatically sending same fax message to multiple fax Nos.)**
- 5. Copying messages**
- 6. Plain paper with toner catridges for Laser Printing**
- 7. Automatic document feeding upto 30 sheets**
- 8. Paper tray with a capacity of 300 sheets**
- 9. Speed dial of minimum 50 stations**
- 10. Automatic re-dial 3 times 5 minutes interval.**

You are requested to quote your lowest rates under D.G.S.& D Rate Contract for the different models. You may also give the details about warranty/ buy back rate,AMC,discount, etc. if any. Your quotation should reach this Office on or before 5th October 2007 at 2.00 p.m.in sealed envelopes addressed to the Secretary, Spices Board, Kochi-25 superscribed with “QUOTATION FOR FAX MACHINE.- Due date on 05.10. 2007 at 2.00 p.m. The quotations will be opened at 3.00 p.m. 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)).