



Ref. No. VU/FO/Tender/56/25

Dated- 08/12/25

Tender Notice

Sealed quotations (mentioning the tender ref. no along with the last date of submission of the tender on the envelope) are invited from the reputed manufacturers, suppliers and vendors for procurement of document scanner for Central Library of the Vidyasagar University. The quotations are to be submitted only to the **Finance Officer, Vidyasagar University, Paschim Medinipur- 721102. Last date of submission of quotation is on 17/12/2025.**

Eligibility criterion of participation in the tender:

- a) Bonafide, resourceful and reliable Vendors.
- b) 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.
- c) Subletting of suppliers is strictly prohibited.
- d) The prospective bidders must have valid upto date submission of Income Tax return, Professional Tax clearance certificate, PAN Card, GST registration certificate. (Enclose latest copies).
- e) The suppliers who have been delisted or debarred by any government department shall not be eligible in any way.
- f) Past performance for vendor will be judged (please attached three largest clients other than the Vidyasagar University).
- g) Rate is to be inclusive of all taxes and transport charges etc.
- h) The University reserves the right to accept or reject any quotation without assigning any reason whatsoever.
- i) Tender remains valid for six months.

Details specifications are given below:

Statement showing the Specifications and quantity

Sl. No.	Name of the items	Item Description	Quantity
01	Scanner	Canon DR-C240	01

Finance Officer

Fax : (91) 03222 – 275329/275297/263206

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