DISTRICT NIRMITHI KENDRA, CIVIL STATION, MALAPPURAM.

Ph : 0483- 2735594

INVITATION OF QUOTATION

DATE : 14-10-2026

Quotation No :DNKMLP/78/2026-A2/Office Assets

Notice Inviting Quotations for Supply and Installation of Printer"

Sealed Quotations are invited on behalf of chairman, District Nirmihti Kendra malappuram for the supply and Installation of Printer as described in Annexure-I (Schedule of Quantity and specifications) at their office situated at malappuram.

Duly filled and signed quotations superscripting **"Quotations for Supply and Installation of Printer"** should be submitted to project manager cum Executive secretary, Ditrict Nirmithi Kendra, Malappuram

Quotation form and Quotation schedule may be downloaded from the District administrative website- **www.nirmithikendramlp.com** . Tenders should have addressed to , **Project Manager cum Exe.secretary, District Nirmithi Kendra, Civil Station, Malappuram, 676505, phone : 0483-2735594**. Sealed Quotations are accepted through registerd post/ Couriers. Late tenders will not be accepted. Quotations will be opened in the presence of Tendered or their authorized representatives who may be present at that time. If the Quotation date happens to be a declared holiday, the Quotation process will be done on the next working day at same time and place. Further details can be had from the office of District Nirmithi Kendra, Civil Station, Malappuram during working hours.

INSTRUCTIONS TO BIDDERS

1	**Last Date & Time of Submission of Bids**	:	**21-10-2026 , 11.00 AM**
2	**Date & Time of Opening of Bids**	:	**22-10-2026 , 3.00 PM**
3	**Bid validity**	:	**60 DAYS**

1 The unit rate, make/ specification, quality, if any for each item has been specified in the enclosed format.

2 The bidder shall submit the details in the prescribed format duly signed on each & every page of the quote

3 The rate quoted should be inclusive of all taxes (GST), duties, freight, loading, unloading, etc...

4 Only the attached format should be used for quoting unit wise rates.

5 Payment will be released after satisfactory supply of the items corresponding to each supply Order.

6 If the quality of items is found bad, the items should be replaced with similar quality as immediately.

7 The Kendra reserves the right to award the supply order to multiple agencies for the items found to be lowest in value.

8 In the event of maximum items being quoted lowest by a single bidder, the Institute at its discretion may request the L1 bidder to match the rate for remaining items at a price quoted lowest by other bidders.

Name :
Address of firm :

Signature :

Project manager cum Exe.secretary
District Nirmithi Kendra, Malappuram.

Signature :

14/10/26
Project Manager Cum
Executive Secretary
District Nirmithi Kendra
Civil Station, Malappuram

Terms and Conditions:

DATE : 14-10-2026

Tender No : DNKMLP/78/2026-A2/Office Assets	
Description	**Supply and Installation of Printer**

1 This approved rate will remain valid for **3 months** from the date of award of contract

2 The price of each article **shall remain constant and increase in price will not be allowed** during contract period.

3 Payment shall be released within 20 days from date of receipt of bills

4 The Supplied items should be of original make only.

5 Goods may be delivered **at site within 7 days from the date of issue of Supply Order.**

6 The Liquidated damage charges if the supplier fails to deliver the goods and/or perform the services within the contractual delivery period for reason other than circumstances beyond supplier's control (which will be informed by the supplier I writing and agreed to by) and the purchaser extends the delivery period, the purchaser will also deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% (half per cent) of the delivered price of the delayed goods or unperformed services for each week of delay or art thereof until actual delivery of performance. The maximum limit of such deduction will, however, be 10% of the contact price.

7 **The rates are inclusive of freight, loading, unloading, and transit insurance etc....**

8 Order will be placed as per requirement irrespective of value of order.

9 In case the firm refuses to supply the articles or does not fulfill terms & conditions, the contract can be terminated along with forfeiture of Security Money.

10 The dispute arising between purchaser and the supplier will be settled by District collector & chairman, DNKM and decision thereof will be binding upon the supplier and purchaser.

11 The defective supply is to be replaced within 7 days without transportation charges.

12 The articles should be packed carefully to prevent damages during transit. The delivery of items will be taken at risk and const of the supplier from the transport if way.

13 **No employee of DNKM, personally or through family members, will in connection with the tender/Quotation for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.**

14 **The undersigned reserves the right to reject any or all tenders without assigning any reasons.Tenders not satisfying the above Terms and conditions are liable to be rejected without any further communication.**

Name :
Address of firm :

Signature :

Project manager cum Exe.secretary
District Nirmithi Kendra, Malappuram.

Signature : 14/10/26

Project Manager Cum
Executive Secretary
District Nirmithi Kendra
Civil Station, Malappuram

Annexure-I- (Schedule of Quantity and Specification)

Sl no	Item	Qty	Rate	Amount
1	**Laser jet printer (B/W)** Model:**Konica Minolta bizhub 207i** • Functions: Print, copy, and color scan • Print Speed: Up to 20 pages per minute (ppm) for A4 black-and-white output • Paper Sizes: Supports up to A3 size paper handling • Resolution: 600 x 600 dpi for print, copy, and scan operations • Connectivity: USB, Ethernet, and standard Wi-Fi (Ad-hoc and Infrastructure modes) • Duplex Printing: Automatic double-sided printing support • Interface: 5-line backlit LCD with one-touch hard-keys • OS Compatibility: Windows (10, 11, Server 2016/2019/2022), macOS, and various Linux distributions	**1 nos**		
2	Old Samsung K2200 A3 Printer Exchange Rate (Not working)	**1 nos**		
			Total	

Name :
Address of firm :

Signature :

Project manager cum Exe.secretary
District Nirmithi Kendra, Malappurai

Signature :

4/10/23
Project Manager Cum
Executive Secretary
District Nirmithi Kendra
Civil Station, Malappuram