



**NATIONAL INSTITUTE OF EDUCATIONAL PLANNING AND ADMINISTRATION**  
17-B, Sri Aurobindo Marg, New Delhi-110016  
Ph.No. 011-26544800, 26544829; E-mail: [admingen@niepa.org](mailto:admingen@niepa.org)

F.No. 47-3/2011-12/GA  
January 16, 2018

**Subject: Inviting Quotations for Supply of MFP and buy back of Xerox WCs.**

Sir,

National Institute of Educational Planning and Administration is a deemed University under the Ministry of Human Resource Development, Government of India. This Institute intends to procure following items as per given specifications.

S.No.	Item	Quantity
1.	Monochrome Multi-function Printer (A3) Cost efficient Print, Copy, Scan Print Speed: Min. 25ppm; Print resolution 600 x 600 dpi Print: A4, Letter, Legal Input tray: 500 sheets Network capability: Yes, Ethernet, USB Automatic Duplex Printing/Scanning/Copying Memory: 256MB minimum Processor: Min. 600Hz. Scan: Max. size A3; Resolution: upto 600x600dpi Monthly printing: Min. 4000-5000 sheets	01
2.	Make, Model no. of Printer meeting above specifications	
3.	Cost of MFP mentioned at Sr. No. 2 (with 1 year warranty)	
4.	Cost of MFP mentioned at Sr. No. 2 (with 3 years warranty)	

5.	Cost of MFP mentioned at Sr. No. 2 (with 5 years warranty)	
6.	Buy back of <ul style="list-style-type: none"> <li>1) 5-6 years old Xerox WC 5775 Sr.No. 3644118168</li> <li>2) 6+ years old Xerox WorkCentre WC5675 Sr.No.3634195539</li> </ul>	

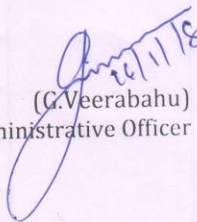
\*\* Rates quoted should be inclusive of GST.

You are requested to submit the quotations in a sealed cover superscribing "Quotations for Supply of MFP" to the Administrative Officer, NIEPA, 17-B, Sri Aurobindo Marg, New Delhi-110016. Quoted model should be of HP/Samsung/Ricoh/Kyocera/Panasonic/Canon brand only. Quotes of only those parties will be considered who have quoted buy back offer also.

Payment will be made within 30 days of supply of the items in good and working condition. In case of any query, you may contact at 011-26544829/874.

**Last date for receiving quotations is - February 6, 2018 upto 03:00PM**  
**Date and Time for Opening of quotation is - February 6, 2018 at 03:30PM**

Yours faithfully,

  
(G. Veerabahu)  
Administrative Officer

1	Model/Make Multi-function Printer (A3)	
2	Main Model no. of Printer meeting above specifications	
3	Cost of MFP mentioned at Sr. No. 2 (with 1 year warranty)	
4	Cost of MFP mentioned at Sr. No. 2 (with 3 years warranty)	



