

**Dr. B. C. Roy Engineering College**  
Jemua Road, Fuljhore, Durgapur, Paschim Bardhaman 713206

No. BCREC / 25-26 / Examination / 003 / NIT

Date: 24/12/2025

**NOTICE INVITING TENDER**

Sealed quotations / tenders are invited from reputed firms / suppliers for **supply of the "High-Speed Duplex Laser Printer, Low duty simplex printer, Motorized Paper Shredder"** as per the requirement (enclosed herewith) to Dr. B. C. Roy Engineering College, Jemua Road, Fuljhore, Durgapur, Paschim Bardhaman 713206, for the financial year 2025-26.

Mere submission of quotation / lowest price for the process doesn't ensure any assurance for the work order. Quotation/s/tender/s must be submitted in original separately, clearly mentioning validity period for approved rates (basic price), all taxes, installation charges, discounts (if any), rate of changes to be incorporated in subsequent years etc. along with any other costs thereon; failing which tender will be summarily rejected.

All other legal documents must be furnished along with quotations such as Experience Certificate (certificate from the customer dated not more than 3 years), PAN / TAN, valid Trade License, One Cancelled Cheque, GST Reg. No., IT return of last 3 years etc. Quotations must contain detailed aforementioned specifications along with other information and terms and conditions if required. No advance money will be provided for execution of the job. **Full payment will be made either by cheque or online by the institution after successful completion of the work (delivery, installation and demonstration). Last date for submission of quotation will be 08/01/2026 up to 17.00 Hrs.** The quotation is valid for the entire period of the financial year ending on **31-03-2026**. The quotation documents are non-refundable. Work Order will be issued to qualified L1 bidder as per the requirements of the college throughout the entire financial year subject to fulfillment of all rules and regulations. **The Tender Inviting Authority (TIA) reserves the right to accept/reject any quotation without assigning any reason thereof.**

**Payment and delivery schedule must have to be mentioned in the quotation.**

  
24.12.25

**Controller of Examinations**  
**Dr. B. C. Roy Engineering College, Durgapur**

Controller of Examinations  
Dr. B. C. Roy Engineering College, Durgapur  
(An Autonomous Institution)  
West Bengal - 713206, India

Sl. No.	Item Name and Item Description	Qty
1	High-Speed Duplex Laser Printer , A3/A4 Printing speed, not less than 40ppm (single side)	1
2	Motorized Paper Shredder Straight Cut(SC)	2
3	Low duty simplex printer	1

APM  
24/12/25

Controller of Examinations  
Dr. B. C. Roy Engineering College, Durgapur  
(An Autonomous Institution)  
West Bengal - 713206, India