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KERALA PUBLIC SERVICE COMMISSION

No. RA1-3/1/2020-KPSC-Part(1) Thiruvananthapuram
Dated :23-11-2026

QUOTATION NOTICE

Sealed quotations are invited for AMC (Annual Maintenance Contract) of Photocopier machine installed at the District offices of Kerala Public Service Commission.

SCHEDULE OF ITEMS

Sl No	Make	Model	Location
1	SHARP	AR 6020 NV	KPSC District Office, Kozhikode.

Superscription

Quotation No:	16/2026
Last date and time for receipt of quotation:	1.00PM 08/12/2026
Date and time for opening the Quotation:	3.00PM 08/12/2026
Date up to which the rates are to be firm:	One year from the date of contract.
Name and designation of the purchasing officer:	**Saju George** **Secretary** **Kerala Public Service Commission**

Terms and conditions.

1.Rates quoted will be inclusive of all taxes.
2.Duration of contract is for a period of one year.
3.Assurance on promptness of service within next working day.
4.The bidder should ensure preventive maintenance of photocopier machine / Multi function printer once in 3 months.
5.The right to reject any quotation in full or in part without assigning any reason thereof is reserved with the purchasing authority.
6.Payment will be made after certification by our technical experts on completion of each six months.
7.In case of under performance, the contract will be revoked without any notice.
8.The bidder should have OEM authorization certificate of the machine and should produce the same along with the quotations. If a copy of Authorization certificate/ Dealership certificate is not produced along with the quotation, it will be treated that the bidder does not possess OEM authorization.

9.The Quotation Number and File Number should be clearly mentioned on the quotation envelope.

SAJU GEORGE
SECRETARY
KERALA PUBLIC SERVICE COMMISSION

NOTE: More details can be obtained from the office of The Joint Secretary, R&A wing, Kerala Public Service Commission.