

**GOVT OF NCT OF DELHI
OFFICE OF THE MEDICAL DIRECTOR
GURU TEG BAHADUR HOSPITAL
DILSHAD GARDEN, DELHI-110095**

F. No. 20(3)/EDP/GTBH/Repair of Photocopy machine/2023-2024/74 Dated: 21/5/25

Sub: Inviting quotation for Consolidated AMC/CMC of photocopiers and individual spare parts of different makes of 11 photocopiers of GTB Hospital (GNCTD)

Sir/Madam

I am directed to call the quotation for consolidated AMC of 11 Nos. of existing photocopiers and spare parts of the different makes of photocopiers of GTB Hospital, Delhi.

The items are as below: -

S. NO.	Name of the service/ spare parts	Make/Model (Either Sharp/Canon/Kyocera)	No of items	Machine serial no.	Amount of quotation (in Rs.) whether with GST or without GST
1.A	Consolidated AMC of photocopiers (including spare parts excluding toner)	Sharp			
B.	Consolidated AMC of photocopiers (including spare parts excluding toner)	Canon			
C.	Consolidated AMC of photocopiers (including spare parts	Kyocera			



	excluding toner)				
2.A	Consolidated AMC of photocopiers (excluding spare and also excluding toner)	Sharp			
B.	Consolidated AMC of photocopiers (excluding spare parts and also excluding toner)	Canon			
C.	Consolidated AMC of photocopiers (excluding spare parts and also excluding toner)	Kyocera			
3.	Spare parts of photocopiers	Sharp/Canon/Kyocera			
A.	Drum				
B.	Fan				
C.	Fuser Assembly				
D.	DCB				
E.	Pick up Roller				
F.	Blade				

G.	Developer				
H.	Registration Sensor				
I.	I.P. Board				
J.	Pressure Roller				
K.	Heat Roller				
L.	CCT Cable				
M.	Front Panel				
N.	Scanner				

The rate of items should be quoted in Rs. clearly mentioning whether GST is included or not and what is the rate of GST.

The quotation should be provided in sealed cover addressed to the Medical Director, GTB Hospital, Dilshad Garden, Delhi.

The quotation should be provided either physically, or by post or through secured e-mail. The email address is apgtbh@gmail.com. The deposited hard copy of quotation and relevant documents should be addressed to Medical Director, R&I Department, Room No – 357, GTB Hospital.

The rate once quoted will be considered final and no alteration will be allowed.

The rate of items mentioned above after finalization of rate L-1 vendor will remain valid for one year from the date of finalization of the rate by HOD.

The HOD has the discretion to cancel the process of calling quotation and finalization of rate at any time without providing any reason.

The performance guarantee will be taken from L-1 vendor in the form of FDR or bank guarantee. In case of exemption is sought for being MSME or such other criteria, the relevant documents should be submitted. The decision will be taken by HOD in this regard.

The sealed quotation should reach the GTB hospital within 10 days of publication of the quotation call.

This is issued with the prior approval of the Medical Director, GTB Hospital.



(SANDIP DUTTA)

DANICS

DMS(EDP)

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Dated:

Copy to: -

1. The DPA(EDP), GTB Hospital, Delhi – with the direction to upload the quotation letter in GTB Hospital web site.



(SANDIP DUTTA)

DANICS

DMS(EDP)