



SHREE SAIBABA SANSTHAN TRUST, SHIRDI

SHIRDI: Post: Shirdi - 423109, Tal. Rahata, Dist. Ahmednagar, Maharashtra (India).
Telephone: +91 - 2423 - 258 671-672-673, Fax: +91 - 2423 - 258660, Telegram: Sainath, Shirdi.
Email : saibaba-hospital@saibaba-trust.org.in

PIR. NO. : E 69, AHMED NAGAR

NO.SSS/WS/SSBH/STORES/(P/S)/1154 /2026

DATE: 19 JAN 2026

To,

SUB: - Quotation for Purchase of Xerox Machine for Shree Sainath Hospital, Shirdi.

Dear Sir,

We have to purchase following Xerox Machine for Shree Sainath hospital , Shirdi as per Technical Specification & the terms and conditions.

S. N.	Description	Qty.	Rate Per in Rs.(inc.GST)	Total Amt. in Rs. (inc.GST)
1	XeroxMachine	1		
	Preferred Make - Ricoh, Xerox, Fujifilim, Kyocera, Taskalfa			
	General:-			
	Continues output speed: 60 pages per minute			
	Memory: -2 GB, HDD:- 320 GB			
	Copier:-			
	Multiple copying- up to 999 copies, Resolution :- 600 dpi			
	Zoom:- from 25% to 400% in 1% steps			
	Printer:-			
	Printer language :- PCL5e, PCL6(XL), PDF direct print			
	Print resolution :- Maximum (1,200X1, 200 dpi)			
	Interface :- Usb2.0, Sd slot, Ethernet 10 base-T /100 1000 base- T			
	Network protocol - TCP/IP (IP v4, IP v6), IPX / spx			
	Scanner :-			

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MUMBAI: Sainiketan, 804 - B, Dr. Ambedkar Marg, Dadar, Mumbai - 400014
Telephone: + 91 - 22 - 24166556, Fax: + 91 - 22 - 24150798. Telegram: Sainiketan, Mumbai.
Website: <http://www.SHREEsaibabasansthan.org>, E_mail: [saibaba_anr@sanchametin/saisandesh_anr@sanchametin.in](mailto:suibaba_anr@sanchametin/saisandesh_anr@sanchametin.in)



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S. N.	Description	Qty.	Rate Per in Rs.(inc.GST)	Total Amt. in Rs. (inc.GST)
	Scanning Speed :- ARDF :- Max 80 originals per minute			
	Resolution :- Standard 100-600 dpi, original size:- A3, A4, A5, B4, B5, B6			
	Scan to : E - Mail, Folder, USB, SD card, paper Handling :- A3, A4, A5,A6,B4, B5, B6			
	Paper input capacity :- 1,200 sheets			
	Consumables : Rate fixed for Next 5 year			
	Drum			
	Developer			
	Toner			
	2 nd Year Cost of CAMC			
	3 rd Year Cost of CAMC			
	4 th Year Cost of CAMC			
	5 th Year Cost of CAMC			
	6 th Year Cost of CAMC			
	Warranty -1 Year			

Terms & Conditions

- 01) The Xerox Machine will have to be supplied F.O.R. Shirdi.
- 02) The rate should be inclusive of GST, transport charges, T.O.T. etc.
- 03) You will have to mention name of the company, packing, rate per unit, total cost etc.
- 04) Packing, forwarding, and other charges will not be paid by the Sansthan.
- 05) The delivery of the ordered material will have to made at Shree Sainath Hospital, Shirdi on any working days between 10 a.m. to 6 p.m. exept Sunday.
- 06) Please note that if taxes are not mentioned then rates quoted will be considered as including all taxes & F.O.R. Shirdi.
- 07) You will have to supply the ordered material at the quoted rates in the quotation and no increase will be given or allowed in the rates for any reason whatsoever.
- 08) In case of breakage / leakage in transit, prior to delivery to Sansthan, you will have to replace the same immediately failing which payment will be made by deducting the cost of the same.

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- 09) Payment will be made by the Sansthan on confirmation of the name of the company, quality, quantity, grade if any etc. as specified in the quotation. No advance payment will be made against the supply.
- 10) Any accessory / accessories not mentioned specifically but required to make system in working condition will have to be supplied without any extra cost.
- 11) Minimum warranty should be 01 year.
- 12) Payment will be made on receipt of Order Acceptance, Original invoice, and also mentioned Suppliers GST No. and Sansthan's GST No. on Original Bill.
- 13) In case supply is not made within specified time, Sansthan will be free to purchase the material from open market. In such case the supplier will have to bear the cost difference and in this case Sansthan will not bound to provide the deduction details and supplier will be blacklisted for minimum 3 years from SHREE Saibaba Sansthan Trust without any intimation or prior notice or supplier will suffer from following penalty clause also-

Category of Stores	Penalty Amount
The case of an order not exceeding Rs. 2.00 Lakh in value	At the rate of ½ % per week subject to maximum limit of 10%
In case of an order of Rs.2.00 Lakh and above	At the rate of ½% per week subject to maximum limit of 5%

- 14) The product should be time tested, branded and should be brand new.
- 15) The quotation must be clearly mention on the sealed envelopes " Xerox Machine" for Shree Saibaba Hospital.
- 16) The quotation in sealed envelope may please be submitted to our Shirdi office on or before Dt. 4 / 2 / 2026.
- 17) In case of any dispute the same will be subject to the jurisdiction of the competent court at Rahata / Kopargaon.

Thanking you and with blessings of Shree Saibaba.

Yours sincerely,

Medical Director,
Shree Saibaba Sansthan Trust
Hospital, Shirdi

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