



The Institution of Engineers (India)

AN ISO 9001 : 2015 CERTIFIED ORGANISATION
(ESTABLISHED 1920, INCORPORATED BY ROYAL CHARTER 1935)
8 Gokhale Road, Kolkata-700 020

A Century of Service to the Nation

Ref: SP/T-1797-1

Date: 26.08.2025
Due Date: 08.09.2025

Dear Sir,

You are requested to submit your quotation for supply of four (04) nos. of **EPSON Eco Tank Printer** as per the enclosed format (Annexure-I).

Your sealed quotation mentioning **Basic Price** and **GST separately** and other relevant details including acceptance of terms & conditions should reach the undersigned **within 08.09.2025 by 4.00 p.m.** mentioning the Reference No. and due date on the top of the envelope.

IEI reserves the right to reject the Tender in full or part without assigning any reason.

Terms & Conditions:

- Payment after satisfactory installation of the printer.
- Standard LD clause @ 2% per week or part thereof subject to maximum 10% of the work value.
- Warranty period should be as per Manufacturer's policy.
- In case of any dispute, decision of IEI will be final.

Thanking you,

Yours faithfully,

Deputy Director (IT & Admin)

Encl. : As stated

P. Roy

Annexure-I

T-1797-1

Price Part

Make / Specification of Printer	Qty	Rate	GST (%)	Amount
Epson Eco Tank M3170	01			
Epson Eco Tank L4260	03			
TOTAL :				

(Amount in words_____)

Name of the Company:

Address:

Contact No.:

E-mail:

Signature with date and seal