

MIRANDA HOUSE

Patel Chest Marg, University of Delhi

Delhi-110 007

Ph. 27667367, 27666983

Ref.No.F.VI./217/2023-2024/

21.07.2023

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(Quotations duly sealed) in an envelope with quotation No. and due date written outside and addressed to the undersigned, are invited for the supply of ~~scanners and software~~ ~~scanners~~. Alterations/over writings should be avoided.

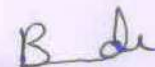
- The rates should be for the College.
- The undersigned authority reserves the right to reject any or all the tenders or any rates without assigning any reason.
- Quotations not complying with the above mentioned instructions are liable to be rejected forthwith.

Last date for submission of the sealed quotation is 27.07.2023

Name of Work: Scanning of Office files and uploading to DMS Portal

S.No.	PARTICULARS	Amount
	Scanning of Documents through scanners	
1	Charges of Coloured Scanning of File documents(A3/A4/A5 Page) in files and uploading on DMS Cloud (one File : One Pdf)	
2	Additional indexing cost (if any)	
3	Charges of Coloured Scanning of Register Pages (A3/A4/A5 Page) through overhead Scanner without unbinding Registers and uploading on DMS Cloud (one File-One Pdf)	
	DMS Software	
4	DMS one Time Set Up Cost	
5	DMS Software rental cost annually for 5 users with 150 GB storage	

Quotations received after the last date will be rejected



Principal