



The Kerala Non-Resident Keralites' Welfare Board

(A Statutory Body Established Under The Non-Resident Keralites' Welfare Act 2008, Government Of Kerala)

KNRKWB/82/2024-S26

07-02-2026

TENDER NOTICE

Sealed competitive tenders are invited from reputed and eligible manufacturers / authorized dealers for the supply, installation, and commissioning of a Photocopier / Multifunction Printer as per the specifications detailed below.

Name of Item

Supply of Photocopier / Multifunction Printer

Specifications

- Make / Model: Canon Photocopier IR 2925
- Functions: Print, Copy, Scan
- Speed: Minimum 25 PPM
- Memory: Minimum 2 GB RAM
- Document Feeder: DADF
- Duplex: Automatic Duplex Printing
- Mobile Printing: Supported
- Connectivity: Networking & Wi-Fi
- Paper Handling:
 - 1 Bypass Tray
 - 2 Cassette Trays

Earnest Money Deposit (EMD)

An EMD of 1% of the estimated PAC shall be remitted by the tenderer in the form of Demand

Head Office: NORKA CENTRE (II Floor), Near Govt. Guest House, Thycaud P.O, Thiruvananthapuram -695 014
+91 471-2785500(P), Info@pravasikerala.org
www.pravasikerala.org

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Proforma Guarantee

The successful tenderer shall furnish a **Proforma Guarantee** equivalent to 5% of the contract value in the form of a Bank Guarantee, valid as per tender conditions.

Eligibility

- Tenderers should be authorized dealers/service providers of the quoted brand.
- Valid GST registration and relevant experience certificates should be produced.

Warranty & Support

- Comprehensive onsite warranty.
- Free installation, testing, and demonstration at the office premises.

Availability of Tender Forms

Tender forms can be obtained from the KNRKWB Head Office, Thiruvananthapuram, on all working days up to 20/02/2026, between 10.00 AM and 5.00 PM, on payment of a non-refundable tender form fee of ₹400/- (Rupees Four Hundred only).

Tender Conditions

- The item supplied shall be brand new and of latest manufacture.
- The tender should be submitted in a sealed cover superscribed "Tender for the Supply of Photocopier / Printer".
- Tenders received after the due date and time will not be accepted.
- The undersigned reserves the right to accept or reject any or all tenders without assigning any reason.

General Conditions

- Tenderers shall comply with all provisions of the **Kerala Stores Purchase Rules**.
- The undersigned reserves the right to accept or reject any or all tenders without assigning any reason.
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Tender Submission

- Last date & time for receipt of tenders: 23/02/2026 3 PM
- Date & time of opening of tenders: 24/02/2026 11:30 AM
- Place of submission/opening : Kerala Pravasi Welfare Board, NORKA Centre (2nd Floor),
Near Govt Guest House, Thycaud PO Thiruvananthapuram 695 014

Signed by

Indulekha I V

Date: 07-02-2026 16:11:23

Chief Executive Officer