

Notings For File No.: SME-OE-OE4-0012-2024**Subject: Contingency****Description: Procurement of photocopier machine for official use in Issue Section of S&ME Department****Noting 4**

Notes above explain

There is only one Photocopying machine installed in the Issue section which is almost 5 years old and is not functioning properly as intimated by the Issue Section. Besides, the machine has undergone two nos. of major repair work in the last two years as seen from its service history sheet at Noting 1.

Hence, it may be considered to purchase another photocopier for official use in the Issue Section i.e. **Canon iR ADV DX 6855i model through GeM** after following due procedure. The approximate cost of the machine will be around Rs.7,75,000/- which can be met from the balance fund under the unit 'O.C-506-Sectt-Estt.' in the B.E 2024-25.

Submitted for necessary orders

Sumita Das (Additional Secretary, School & Mass Education), 03-Jan-2025 16:22:14

Noting 5

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Shalini Pandit (Commissioner cum Secretary, School & Mass Education), 03-Jan-2025 18:01:35

This is a System Generated Report. Signature is not required.

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