Indira Gandhi University
Meerpur-Rewari

इंदिरा गाँधी विश्वविद्यालय
मीरपुर-रेवाड़ी

(A State University Established under Haryana Act No. 29 of 2013)
Recognized u/s 12 (b) & 2(f) of UGC Act, 1956

No. IGU/P&S/2026/ 901-904 **Dated:** 05/11/26

DETAILED NOTICE INVITING QUOTATIONS

Name of Work : **Supply of Photocopier Machine (Cannon - Model No. Image Runner 2224N) at Engg. Cell, IGU, Meerpur, Rewari.**

Due Date & Time : **12.11.2026 up to 5:00 PM**

Postal Address : **In-charge (P&S), Purchase & Store Branch, 1st Floor, Sardar Patel Block, Indira Gandhi University, Meerpur, Rewari (Haryana)**

Sealed quotations are hereby invited from authorized dealers/supplier/vendors for supply of **Photocopier Machine (Cannon - Model No. Image Runner 2224N) at Engg. Cell, IGU, Meerpur, Rewari**. The quotations, duly sealed and superscribed on the envelope as **"Quotation for supply of Photocopier Machine (Cannon 2224N)"**, should reach the office of the undersigned either by Registered Post or by hand on or before the prescribed due date and time.

The details of the Photocopier machine against which the rates are to be quoted, are as under:

Description of Photocopier Machine		**Qty.**	**Rate to be quoted by the Bidder (In Rs.)**		
Model	**Brand**		**Rate per unit**	**GST Amount**	**Total amount**
Image Runner 2224N (Detailed Specification enclosed)	Cannon	01 No.			

Terms & Conditions:

1. Quotation should be in favour of Registrar, Indira Gandhi University, Meerpur, Rewari.
2. The quotation should be sent to the In-charge (P&S), IGU, Meerpur, Rewari by registered post or by hand in a sealed envelope marked **"Quotation for repair of Photocopier Machine (Cannon 2224N)"**, within 07 days from the date of issue of NIQ.
3. The dealer/supplier/vendor must possess a valid authorization certificate issued by the Original Equipment Manufacturer (OEM).
4. The authorized dealer/vendor should have a valid GST registration, and the GST no. should be clearly mentioned in the quotation.
5. The rates quoted should be FOR destination i.e. concerned Branch/Dept. of IGU, Meerpur, Rewari and nothing extra on account of freight will be paid.
6. The bidder should be required to clearly mention all the applicable taxes in the quotation. Nothing extra after submission of the quotation will be considered.

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7. The University reserves the right to accept or reject any or all quotations without assigning any reason.
8. The supplier shall provide the original OEM Guarantee/Warranty documents along with the invoice at the time of supply of the material.
9. The supply shall be done within the time limit of 10 days from the date of supply order.
10. Charges not mentioned in the quotation shall not be paid.
11. Payment shall be released only after satisfactory inspection of the product supplied by the vendor/dealer, by the inspection committee.
12. It is mandatory to mention the Mobile Number and E-Mail ID of the authorised dealer/vendor/supplier on the quotation.
13. The dispute, if any, shall be subject to the jurisdiction of the Rewari Court. Any other jurisdiction mentioned in the quotation or invoice shall be invalid and shall have no legal sanctity.

05/11/2026
Supdt. (P&S)

Endst. No. IGU/P&S/2026/ 901-904 Dated: 05/11/26

Copy to:

1. A.R. O/o Vice-Chancellor (for kind information of the Hon'ble Vice-Chancellor), I.G. University, Meerpur, Rewari.
2. PA to Registrar (for kind information of the Worthy Registrar), I.G. University, Meerpur, Rewari.
3. Director, UCC, I.G. University, Meerpur with the request to upload the same on University Website with immediate effect.

Supdt. (P&S)

Annexure-I

Detailed Specification

• **Machine Type**	- A3 Monochrome Laser Multifunctional (With DADF and Duplex)
• **Core Functions**	- Print, Copy, Scan, and Send
• **Control Panel**	- 3.5 inch monochrome touch panel
• **Memory**	- 1.0 GB RAM
• **Storage**	- eMMC: 2 GB
• **Interface Connection**	- NETWORK Standard: 100Base-TX/10Base-T, Wireless LAN (IEEE 802.11 b/g/n), USB 2.0 (Device) x1
• **Paper Supply Capacity (A4, 80 gsm)**	- Standard: 350 sheets (Paper Drawer: 250 sheets, MPT Tray: 100 sheets) Maximum: 600 sheets (with Cassette Feeding Module-AK1)
• **Paper Output Capacity (A4, 80 gsm)**	- Standard: 250 sheets Maximum: 250 sheets
• **Supported Media Types**	- Multi-purpose Tray: Thin, Plain, Recycled, Thick, Colour, Bond, Label, Pre-punched, Envelope - Paper Cassette: Plain, Recycled, Colour, Pre-punched
• **Supported Media Sizes**	- Multi-purpose tray: A3, A4, A4R, A5, A5R, B4, B5, B5R, Envelope (COM10, Monarch, DL, ISO-C5), Custom size min. 95.0 x 148.0 mm up to 297.0 x 431.0 mm - Paper Cassette: Standard size: A3, A4, A4R, A5R, B4, B5, B5R
• **Supported Media Weights**	- Multi-purpose tray: 60 to 157 gsm Paper cassettes: 64 to 90 gsm Duplex: 60 to 90 gsm
• **Warm-up Time**	- From Power On: 13 seconds or less From Sleep Mode: 4.3 seconds or less
• **Installation Space (W x D)**	- 1065 x1285 mm
• **Weight**	- Approx. 30.3 kg without toner and Platen cover
• **Print Speed (BW)**	- 1-sided: Up to 24 ppm (A4), Up to 12 ppm (A3), Up to 11 ppm (A4R) 2-sided: Up to 16.7 ppm (A4), Up to 7.5 ppm (A3), Up to 7.8ppm (A4R)
• **Print Resolution (dpi)**	- 600 × 600
• **Page Description Languages**	- Standard: UFRII Optional (iR2224N only): PCL6/PCL5
• **Printing From Mobile and Cloud Application**	- Apple AirPrint, Canon PRINT Business, Mopria, Canon Print Service

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• **Fonts**	- PCL fonts: 45 Roman, 10 Bitmap fonts
• **Operating System**	- UFRII: Windows® 8.1 / Windows® 10 / Windows® 11 / Windows® Server 2012 / Windows® Server 2012 R2 / Windows® Server 2016 / Windows® Server 2019 / Windows® Server 2022/ macOS (10.12 or later) - PCL: Windows® 8.1 / Windows® 10 / Windows® 11 / Windows® Server 2012 / Windows® Server 2012 R2 / Windows® Server 2016 / Windows® Server 2019 / Windows® Server 2022
• **Copy Speed**	- 1-sided: Up to 24 ppm (A4), Up to 12 ppm (A3), Up to 11 ppm (A4R) 2-sided: Up to 16.7 ppm (A4), Up to 7.5ppm (A3), Up to 7.8ppm (A4R)
• **First-Copy-Out Time (BW)**	- Platen: Approx. 7.4 seconds or less (A4)
• **Copy Resolution (dpi)**	- 600 x 600
• **Multiple Copies**	- Up to 999 copies
• **Copy Density**	- Automatic or Manual (9 Levels)
• **Magnification**	- 25% - 400% (1% Increments) Preset reduction/enlargement: 25%, 50%, 70%, 100%, 141%, 200%, 400%
• **Document Feeder Paper Capacity**	- 50 Sheets (80 gsm)
• **Acceptable Originals and Weights**	- Platen: Sheet, Book Document Feeder sheet media weight: 1-sided/2-sided continuous scanning: 52 to 105 gsm (BW/CL) Only 1-sheet feeding is supported in 37-52 and 105-128 gsm
• **Supported Media Sizes**	- Platen: Max. scanning size: 297.0 x 431.8 mm Document Feeder media size: A3, A4, A4R, A5, A5R, B4, B5, B5R Custom size: 128.0 x 148.0 mm to 297.0 x 431.8 mm
• **Scan Speed (ipm: BW/CL, A4)**	- 1-sided Scanning: 35/25 (300 dpi, send), 25 (600 dpi, copy) 2-sided Scanning: 12/8 (300 dpi, send), 8 (600 dpi, copy)
• **Scan Resolution (dpi)**	- Scan for Copy: up to 600 x 600 Scan for Send: (Push) up to 300 x 600, (Pull) up to 600 x 600
• **Pull Scan Specifications**	- ScanGear MF For both TWAIN and WIA Windows® 8.1/ Windows® 10/ Windows® 11 macOS (10.12 or later)
• **Destination**	- Email (SMTP), SMB3.0
• **Address Book / Speed Dials**	- LDAP (50) / Local (300) / One-Touch (296)
• **Send Resolution (dpi)**	- Push (iR2224N): 300 x 600 (SMB/Email) Pull: 50 x 50, 75 x 75, 150 x 150, 200 x 200, 300 x 300, 400 x 400, 600 x 600
• **Communication Protocol**	- File: SMB3.0 (TCP/IP) Email: SMTP (Send)
• **File Format**	- Standard: TIFF, JPEG*4, PDF (Compact

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• **Authentication and Access Control**	- Department ID Authentication (Department ID and PIN Login, Function Level Login)
• **Document Security**	- Print Security (Secure Print, Encrypted Secure Print), Send Data Security (Restricted E-mail/File send functions, Confirming FAX number, Allow/Restrict Fax Driver Transmissions, Allow/Restrict Sending from History)
• **Network Security**	- TLS 1.3, IPSec, IEEE802.1X authentication, SNMPv3, Firewall Functionality (IP Address Filtering), Enabling/Disabling (Network Applications, Remote UI, USB Interface), G3 FAX separation from LAN, USB Port separation from LAN
• **Device Security**	- Standard HDD/SSD Initialize, Job Log Conceal Function, Protecting MFP Software Integrity, Verify System at Startup (NIST SP800-193)
• **Device Management and Auditing**	- Administrator Password, Digital Certificate and Key Management, Security Policy Setting
• **Operating Environment**	- Temperature: 10 to 30 °C Humidity: 20 to 80% RH (Relative Humidity)
• **Power Source**	- Asia: 220-240V 50/60Hz 10A
• **Power Consumption**	- Maximum: Approx. 1,500 W Standby: Approx. 15.5 W Sleep mode: Approx. 0.9 W
• **Toner Yield (Estimated Yield @ 6% Coverage)**	- NPG-59 TONER BK OTH: 10,200 impressions (A4)
• **Feeder Options**	- Cassette Feeding Module-AK1 Paper Capacity: 250 sheets x 1 (80 gsm) Paper Type: Plain, Recycled, Colour, Pre-punched Paper Size: A3, A4, A4R, A5, B4, B5, B5R Paper Weight: 64 to 90 gsm Power Source: Main Unit Dimensions (W x D x H): 581 x 575 x 92 mm Weight: Approx. 5.8 kg

5/1/2026