



The University Of Burdwan
FINANCE DEPARTMENT
Rajbati, Burdwan – 713104

**Notice Inviting Tender for toner of Printer and Photocopier for the Department of
Controller of Examination and B.U.Press**

Tender No:- No -F/CPC/3(19-20) /27

Date- 06.09.19

Sealed quotations are hereby invited from the competent bonafide resourceful vendors and **having authorization from OEM** for supplying of the following items as mentioned below for Controller of Examination and BU press to be submitted at the Central Purchase Unit, Finance Department, The University of Burdwan, Rajbati.

Specifications of the toner for Printer and Photocopier

Tender specific authorization from OEM

A. Printer Toner

Sl No	Printer Model	Toner Model	Quantity
1	HP LaserJet Pro 200	HP 131A (CF210A, CF211A, CF212A & CF213A)	1
2	HP LaserJet 1536dnf	HP 78A	6
3	Canon LBP 6230dn	Cannon 326	6
4	HP LaserJet M706n	HP 93A	4
5	HP LaserJet P1108	HP 88A	6
6	HP LaserJet M1120	HP 36A	2
7	HP 1020 Plus	HP 12A	10
8	Samsung Xpress M2830dw	Samsung MLT D-115L	1
9	HP LaserJet Pro M12a	HP 79A	3

B. Photocopier Toner

Sl No	Photocopier Make	Model	Quantity
1	Ricoh	MP-2001L	4
2	Ricoh	MP-1600Le	2
3	Ricoh	MP-2014D	2

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Model for Toner	Quantity
Ink Cartridge black (1000ml.) for Duplo DP J450 machine	12 nos
Ink Cartridge blue (1000ml.) for Duplo DP J450 machine	3 nos
Ink Cartridge blue (1000ml.) for Duplo DP J450 machine	3 nos
Master roll for Duplo DP J450 machine	02 nos
Toner Cartridge for RICOH MP 2014 machine	02 nos.
Toner Cartridge kit (C+M+Y+K) for Konica Minolta C224e	03 no. Each
Toner Cartridge for HP Leserjet 700 M712 printer	02 nos



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Terms and Condition:-

- Rates quoted should be valid for acceptance for at least one year from the date of submission to the office of the university.
- The materials should be of reputed brand and specimen should be enclosed.
- The University reserves the right to select the brand at its own discretion.
- The University is not bound to accept the lowest rate and reserve the right to accept or reject any or all the quotation without assigning any reason whatsoever.
- The University will not accept any substandard articles under any circumstances certificates of the concerned departmental head on the challan and bill as to supply as per specification has to be obtained.
- The supplier shall be liable to such penalties as the university may decide in case of failure on the part of supplier to complete the supply of all the items within such period as maybe specified in the supply order.
- The supplier shall submit GST bills in printed form, in triplicate duly completed in all respects.
- Payment due to the supplier will be made through the R.T.G.S. direct to the party bank account.
- A vendor may submit quotation for a single item or for more than one item. GST registration must be submitted along with the quotation.
- All taxes and other charges must be mentioned clearly.
- The vendors must submit up to date documents relating to (a) GST (b) Trade License (c) P.Tax (d) Income Tax.
- The University reserves the right to increase/decrease the quantity to be purchased.
- Quotation name/number/date should be mentioned on top of the envelope.
- The quotations must be submitted to: Finance Officer, Finance Department, Burdwan University, Rajbati, Burdwan.
- **The last date of submission of the quotation is 13.09.2019.at 3.00 pm.**

Sd/-

Accounts Officer