

No. Dean/LAE/Stationary/ 854 /2024
Office of the Dean LAE,
Dr. PDKV, Akola.
Dated: 07 / 12 / 2024

To,

Subject :- Quotation for supply of Office Stationary...

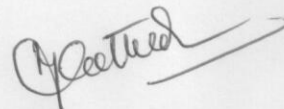
Please arrange to send quotation for supply of **Office Stationary...** with particulars and conditions of supply as mentioned below.

Particulars of supply to be made :-

Sr. No.	Particulars	Rate Per Unit	Remarks
1	Toner RICO-MP C2503S (black original)	01 Nos.	For examination work
2	Toner RICO-MP C2503S (CMY original)	01 Nos. each	For examination work
3	Riso duplicator ink Z type Black	01 Nos.(1 boxes)	For examination work
4	Riso master roll for RZ-220AS	01 Nos.	For examination work
5	Brother TN 2365 Toner Cartridge	01 Nos.	For examination work
6	Canon 337 OTH Printer Cartridge	01 Nos.	For examination work
7	HP Laser Jet 1020 plus Toner Cartridge	01 Nos.	For examination work
8	Ricoh IM 2702 Toner	01 Nos.	For examination work

Terms and conditions of Supply:

- 1) The sealed quotation should be submitted in the office of Associate Dean, Lower Agriculture Education, Dr.P.D.K.V., Akola. Mentioning quotation for office **Stationary**.
- 2) The items to be supplied be only quoted.
- 3) The quotation should reach thin office as specified, on or before Dated **18 th December ,2024 and 5.00 pm**.
- 4) The rates quoted should be valid for a period of **Six months** from the date fixed for opening of the quotations.
- 5) The rates quoted will have to be Inclusive of **GST** with Delivery at this office.
- 6) The right to accept whole or part of the quotation or reject without assigning any reason is reserved with the undersigned.
- 7) The material should be supplied as per specifications asked for (and not for any other make) with in EIGHT days for the date of acceptance of the quotation
- 8) A separate methods be made for the item which are not in stock and the same be quoted if particular Dealers takes the risk for its supply within specific time.
- 9) In the event of failure to supply the material within specified period, the undersigned is authorized to cancel the order for supply.
- 10) Quotation will be accepted only on working days.
- 11) The quantity required is subject to variation.
- 12) The above-mentioned quantity may be increased or decreased at the time of Purchase.



Dean & Associate Dean,
Faculty of Lower Agriculture Education,
Dr.P.D.K.V., Akola