

To,

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

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

Particulars of supply to be made :-

Sr. No.	Particulars	Rates to be quoted (Perunit)
1	Toner RICO-MP C2503S (black original)	01 Nos.
2	Toner RICO-MP C2503S (CMY original)	01 Nos. each
3	Riso duplicator ink Z type Black	01 Box (2 Nos)
4	Riso master roll for RZ-220AS	01 Nos.
5	Brother TN 2365 Toner Cartridge	01 Nos.
6	Canon 337 OTH Printer Cartridge	01 Nos.
7	HP Laser Jet 1020 Plus Printer Cartridge	01 Nos.

Terms and conditions of Supply:

- 1) The sealed quotation should be reach to the office of Associate Dean, Lower Agriculture Education, Dr.P.D.K.V.,Akola on or before 11-12-2023 upto 5.00 p.m.
- 2) The items which can be supplied that to be only quoted in quotation.
- 3) The rates quoted will be valid for a period of **Three months** from the date of opening of the quotations.
- 4) The rates quoted must be Inclusive of **All Taxes & GST** with Delivery to this office.
- 5) The right to accept whole or a part of the quotation or reject without assigning any reason is reserved with the undersigned.
- 6) The material should be supplied as per specifications asked for within EIGHT days from the date of acceptance of the quotation.
- 7) In the event of failure to supply the material within specified period, the undersigned is authorized to cancel the order for supply.
- 8) Quotation will be accepted only on working days.
- 9) The above-mentioned quantity may be increased of decreased at the time of Purchase.



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