GOVERNMENT OF GOA
DIRECTORATE OF SKILL DEVELOPMENT & ENTREPRENEURSHIP
Shramashakti Bhavan, 3rd Floor, Patto Plaza, Panaji-Goa-403001
Ph:(0832)2437059/60 Fax:2437060
Website: www.sdct.goa.gov.in Email: dir-sdct.goa@nic.in

Ref No. DSDE/PUR/373/Toner/2017-18 1538 Date: 19 June, 2020

To,

**Sub: - Quotations for the Supply of Toner Cartridges reg.**

Sir,

I am directed to invite **sealed** quotations from the reputed suppliers to Supply the enclosed list of items at the lowest rates:-

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Item / Specification</th>
<th>Qty.</th>
<th>Rate Per Unit</th>
<th>Amount</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>As per Annexure enclosed</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total (Exclusive of GST)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Terms and conditions:**

1. The materials shall be supplied FOR destination within 30 days of placing supply order at the Directorate of Skill Development and Entrepreneurship Panaji – Goa.
2. GST and any other levy applicable at the time of supply may be shown **separately** in the quotation; otherwise it will be presumed that the prices offered are inclusive of all taxes.
3. The rate quoted shall be **inclusive** of packing and forwarding charges and freight paid for destination at Directorate of Skill Development and Entrepreneurship Panaji – Goa.
4. The material will be accepted after the inspection only if the same confirms with the specification mentioned in the supply order.
5. Quotations will be evaluated for all the items together. Therefore, all the items may be quoted.
6. The material if not accepted after inspection shall be collected by the supplier immediately with written assurance to supply the same as per specifications as
mentioned in the supply order. The Directorate of Skill Development and Entrepreneurship shall be responsible for security/storing.

7. This office reserves the right to accept or reject any or all the quotations without assigning any reason thereof.

8. The warranty / guarantee shall be furnished as the case may be.

9. The extension of time limit will be granted as per the discretion of the State Director on genuine grounds by the written request of the supplier.

10. The quotation may be sent in sealed envelope superscribing “QUOTATION NUMBER & SUBJECT” so as to reach this office at 2.30 p.m. on 30th June, 2020 which will be opened on the same day at 3.30 p.m.

Yours faithfully,

(V. M. KAMBLI)
Assistant Director (Trg.)
&
Purchase Officer

Encl : Annexure-I

Copy to:-

1. The Asstt. Director (Trg.), with request to make arrangement to upload this on the Department Website.
2. The Dy. Director (Admn), O/o. DSDE, Panaji.
3. The Asst. Accounts officer, O/o. DSDE, Panaji.
4. O/c.

For information and necessary action.
**ANNEXURE**

Toner Cartridges to be supplied to the Directorate of Skill Development and Entrepreneurship Panaji – Goa:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description</th>
<th>Qty</th>
<th>Rate Per Unit</th>
<th>Amt Rs.</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Canon Toner Cartridge 051 Starter LBP16dn / 162UFRiIL T LaserJet Printer</td>
<td>10</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Laser Jet 78A CE278A HP Laser Jet P1606dn Printer</td>
<td>12</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>HP Laser jet CF256 toner Cartridge</td>
<td>03</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Canon Cartridge 925 Canon F166400</td>
<td>05</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>HP Toner Cartridge 80A</td>
<td>10</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>HP Toner Cartridge 88A</td>
<td>04</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Canon Toner Cartridge 337</td>
<td>04</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Canon Toner Cartridge 326</td>
<td>07</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(\(V. M. KAMBLI\))
Assistant Director (Trg.)
&
Purchase Officer