

SPEED POST

OFFICE OF THE SECRETARY-CUM-COMMISSIONER (DEV.)

DEV. DEPTT., GNCT OF DELHI, 5/9 UNDER HILL ROAD, DELHI-54

Tel.No.23918817, 23955227, Fax No.23957289 E-mail:cdevelop@nic.in

No. F.36/CT/ Dev. HQ /Pt.File/2003-04/55/ 751

Date: 22/6/2017

To,

✓ Website Notice.

Sub:-Quotation for purchase of Printer Toners for the year 2017-18 at Development (HQ) as per Annexure enclosed.

Dear Sir,

This office is in process for purchase of Printer Toners at Development (HQ), 5/9, Under Hill Road Delhi-54. Sealed quotations are invited for the Toners as per list enclosed.

Sealed quotation should be sent by post or in person so as to reach latest by **03.07.2017 up to 4 P.M.**, it should be written on the top of the envelope **QUOTATION FOR PURCHASE OF Printer Toners.**

- ✓ The quotations should be addressed to the **Dy. Secy. (HQ), O/o Development Deptt, 5/9, Under Hill Road, Delhi-54**
- ✓ Quotations will be opened on **04.07.2017 at 11:00 AM** at Dev. HQ in the presence of the tendered or there authorized representative before the purchase committee.
- ✓ The quotation will be opened as per schedule date / time even if no tendered or there representative is present.
- ✓ The rates should be clearly mentioned including VAT, cartage and other charges etc with specification.
- ✓ The Competent Authority reserves the right to reject any or all quotations without assigning any reason thereof.
- ✓ The firm should be registered with Trade & Tax Deptt.
- ✓ The firm must quote the registration No. with VAT Deptt.

M.P. Singh

(M.P.SINGH)
Supdt. (HQ)

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S. No.	Cartridge No.	Cartridge Qnty. Req.
1.	Hp Toner - 78 A	06 Nos
2.	Hp Toner 12 A	02 Nos
3.	Hp Toner- 88 A	10 Nos
4.	Samsung ML 205S	01 Nos
5	Samsung ML 1043	02 Nos
	Total	21 Nos.

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