



सरदार वल्लभभाई राष्ट्रीय प्रौद्योगिकी संस्थान
सूरत-३९५००७.
SARDAR VALLABHBHAI NATIONAL INSTITUTE OF
TECHNOLOGY SURAT-395007.

Office: 2223371 to 2223374
Fax: 0261-2228394
Grams: SVNIT

No. EED/CPDA/VAS/1326/2017-18

Date: 09/03/2018

To,

Sub: Enquiry for Supply of "Toner Cartridge Hp 12 A Dual Set. "

Dear Sir,


You are requested to quote your prices for supply of stores listed overleaf. The quotations may be sent to the undersigned in a sealed envelope and subscribed as: "Quotation with reference to Enquiry No. EED/CPDA/VAS/1326/2017-18, dated: 09/03/2018" Your quotation should reach the undersigned on or before **16/03/2018 at 5:00 PM.**

The quotations should be furnished with the following information.

1. The brand or make of each item should be specifically stated and wherever Necessary, Complete set of specifications and dimensions should be given.
2. If asked, samples are accompany the quotations
3. Sales tax, General tax, Central Sales tax, Custom duty, Insurance charges, Packing and Forwarding charges, if not included in the prices quoted, should be clearly specified.
4. The period of validity of the quotation should be at least 45 Days. Offers subject to prior sale may please be avoided.
5. The delivery period is to be clearly mentioned in the quotation.
6. The mode of delivery of the stores may be mentioned. The delivery should be F.O.R. Surat or at the Institute.
7. All concessions available to an educational institution should be specified and also taken into account while quoting.
8. This Institute is located within the limits of S.M.C. & exempted from the paying of Octroi duty on incoming goods from outside limits of S.M.C.
9. This Institute is registered with the dept. of scientific & industrial Research (DSIR) for the purpose of availing custom duty exemption & central excise Duty Exemption, and hence the certificate to this effect will be issued wherever it is necessary on demand.

10. Payment is normally made by cheque drawn on the S.V.N.I.T. Branch Office of State Bank of India, Surat-395007 within a period of thirty days from the date of receipt of stores.
11. Your Specification & terms-conditions should be as per the format attached, must be on your company letterhead & signed by an authorized person.
12. Offered quotation may be rejected if any ambiguity is found in offered specification, terms & conditions supplied by party in specified tabular format.
13. Preference may be given to the supplier having status of authorized dealer of manufacturer, with a view to ensure reliable after sales service for the item.
14. The Director reserves the right to accept stores, which are not strictly in confirming with the specifications but otherwise, found suitable.
15. Warranty certificate is compulsory along with invoice of the consignment.

V. Ashab
 Associate Professor
 Electrical Engg. Department
 S.V. National Institute of Tech
 Surat-395007

Yours faithfully,

 Head, EED
 12/9/2018

Sr. No.	Description	Qty.
1	<p>HP 12A Black Laser Jet Toner Cartridge: (HP)</p> <p>Item Weight: 1.4 Kg.</p> <p>Product Dimensions: 35.7 x 21 x 13.4 cm</p> <p>Item model number: Q2612AF</p> <p>Ink Color: Black</p> <p>Supports Color Printing: Yes</p> <p>Compatible Devices: HP Laserjet 1010, 1020, 1015, 1018, 1020, 1020 plus printers, HP LaserJet 1022 printer Series, HP LaserJet 3015, 3020, 3030, 3050z, 3050,3052, 3055 All – in – ones, HP Laserjet M1005, M1319fMFP.</p> <p>Included Components: 2 toner cartridge and recycling guide</p> <p>Number of Item: 2</p> <p>Batteries Included: No</p> <p>Batteries Required : No</p>	01