



OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH

No. DU/RG/B.01.07/15/0189

Date: 20.03.2015

Short Notice Inviting Quotation

Sealed quotations are invited from reputed firms/authorized dealers for the Annual Maintenance Contract of Dot Matrix Printer/Inkjet Printer/LaserJet Printers installed at Dibrugarh University as per model / specification mentioned in Annexure – I. The quotations will be received by the undersigned on or before **24.03.2015 upto 01:00 P.M.** and will be opened on the same date at **02:30 P.M.** in the presence of the intending quotationers or their authorized agents.

Terms and Conditions:

1. No separate quotation paper will be issued from the office. Quotation should be submitted in the Supplier's Letter Pad with supporting documents. (like dealership Certificate, PAN No., VAT/Sales Tax Registration/Experience Certificate etc.)
2. The University reserves the right to accept or reject any or all the quotations without assigning any reason.
3. 50 % payment shall be made on signing of the Agreement Copy and the remaining 50% payment shall be made only after the successful completion of the job in one year.
4. The quotation should be addressed to the "**Registrar, Dibrugarh University, Dibrugarh – 786004**" super scribing the Quotation Notice Number on the envelope.
5. The number of printers mentioned in Annexure – I may be increased or decreased. The intending firm may physically verify and quote the price for the same.
6. The tendering firm must have a permanent establishment in Dibrugarh.
7. VAT/ Taxes etc. (if any) should be clearly mentioned in the quotation.
8. For any query, please contact Deputy Registrar (Administration), Ph. No. 9577645353

Sd/-
Registrar
Dibrugarh University

Copy to:

1. The Deputy Registrar (F&A), D.U. for information.
2. Dibrugarh University Website
3. Notice Boards
4. Office File

Sd/-
Registrar
Dibrugarh University

Annexure – I

Sl. No.	Printer Model/Specification	Quantity
1	Dot Matrix Printer Wep LQ-DSI-5235	22
2	Dot Matrix Printer Epson LX-300	1
3	Dot Matrix Printer LX-300+II	1
4	Dot Matrix Printer LQ-1150+II	3
5	Dot Matrix Printer TVS HD 945	1
6	Dot Matrix Printer Wep LQ-540 DX	1
7	Dot Matrix Printer Wep HQ-1070 Plus DX	1
8	Dot Matrix Printer Wep HQ 1600	4
9	Dot Matrix Printer Wep HQ 2600	2
10	Dot Matrix Printer TVS MSP 345 Star	1
11	Dot Matrix Printer Epson DLQ 3500	1
12	Dot Matrix Printer Epson FX 875	1
13	Dot Matrix Printer Epson LX 1170 II	1
14	Inkjet Printer HP Deskjet B730	1
15	Inkjet Printer HP 910	1
16	Laserjet Printer HP P1008	3
17	Laserjet Printer HP 1020 Plus	17
18	Laserjet Printer HP P1007	6
19	Laserjet Printer HP P2035	3
20	Laserjet Printer HP P1108	1
21	Laserjet Printer HP P1006	1
22	Laserjet Printer HP 1300	1
23	Laserjet Printer HP 1320	1
24	Laserjet Printer Samsung ML-1610	1
25	Laserjet Printer HP Deskjet 5748	1
26	Laserjet Printer Canon Laserjet LBP 1120	1
27	Laserjet Printer Canon Laserjet LBP 2900	1
28	Laserjet Printer Canon Pixma IP 1880	1
29	Laserjet Printer HP Deskjet K109	3
30	Laserjet Printer HP 1000 Series	1
31	Laserjet Printer HP P2015D	1
32	Laserjet Printer HP Deskjet Ink Advantage	2
33	Laserjet Printer Canon LB3108B	1
34	Laserjet Printer HP P3015	5
35	Laserjet Printer HP CP 1525n	1
36	Laserjet Printer HP 4250N	2
37	Laserjet Printer HP 2010 Plus	1
38	Laserjet Printer HP P4515X	4
39	Laserjet Printer HP 600 M603	1
40	Laserjet Printer HP Color Laserjet CP 2025	1
TOTAL		103

Sd/-
Registrar
Dibrugarh University