



D.D.C.E.
Education For All

**DIRECTORATE OF DISTANCE & CONTINUING EDUCATION
UTKALUNIVERSITY : VANI VIHAR
BHUBANESWAR:-751007.**

GRAM : UTKAL VIHAR
Ph. No.- (0674) 2376700(O)
Website : www.ddceutkal.ac.in

No. DDCE / 3964 /2018

Dt. :03.10.2018

Notice: Invites quotations for refilling of DDCE,UU printers

A. DDCE has the following printers.

SI No	Printer Name	Printer Model	Cartridge Model
01	CANON MF4820D	4820D	78A/CANON328
02	HP LASER JET	3390	49A
03	HP LASER JET	M1005	12A
04	HP LASER JET	M5035	70A
05	HP LASER JET	1160	49A
06	HP LASER JET	P1007	88A
07	HP LASER JET	1020	12A
08	HP LASER JET	PRO403N	28A
09	HP LASER JET	PROM706N	93A
10	HP LASER JET	MFP M435NW	93A

B. Interested firms are requested to quote a competitive rate for refilling of cartridge for above printers on or before 10/10/2018. The quotation should reach DDCE in a sealed cover.

Terms and conditions.

1. The party must belong to Bhubaneswar.
2. Refilling must be done at DDCE only.
3. Payment shall be made within 30 days from the date of refilling of the printers.
Payment will be made through Bank.
4. Ink must be ltdl / Prodof / GPS / PrintIt category.
5. The rates quoted by the firm will be negotiated by DDCE to empanel multiple firms to refill the printer.
6. Order of refilling is the discrimination of DDCE.

DIRECTOR (I/C)

To
The Director,
DDCE, Utkal University,
Bubaneswar-751007.

Sub: Interest for taking up refilling cartridges at DDCE, Utkal University.

Sir,

This is in reference to your Notice No. _____ dated _____ on the subject.

M/S _____ agrees to abide by the terms and conditions as laid down in the notice and hereby submits its interest and rates for refilling cartridges at DDCE.

The rates quoted are as follows:

SI No	Printer Name	Printer Model	Cartridge Model	Rate per Cartridge refilling	If Drum change Rate	Remark
01	CANON MF4820D	4820D	78A/CANON328			
02	HP LASER JET	3390	49A			
03	HP LASER JET	M1005	12A			
04	HP LASER JET	M5035	70A			
05	HP LASER JET	1160	49A			
06	HP LASER JET	P1007	88A			
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1. The party must belong to Bhubaneswar.
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4. Ink must be ltdl / Prodol / GPS / PrintIt category.
5. The rates quoted by the firm will be negotiated by DDCE to empanel firms to refill the printer.
6. Order of refilling is the discrimination of DDCE.

(Authorized Signature with stamp of the Party)

Name and Address of the Party:

Contact Person:

Name:

Address:

Contact No: