



ओडिशा ग्राम्य बैंक
मुख्य कार्यालय
गण्डमुण्डा, खण्डगिरि,
भुवनेश्वर-751030,
(भारत सरकारक एक संस्थान)

Odisha Gramya Bank
Head Office
Gandamunda, Khandagiri
Bhubaneswar-751030,
Govt. of India Undertaking

ଓଡିଶା ଗ୍ରାମ୍ୟ ବ୍ୟାଙ୍କ
ମୁଖ୍ୟ କାର୍ଯ୍ୟାଳୟ
ଗଣ୍ଡମୁଣ୍ଡା, ଖଣ୍ଡଗିରି,
ଭୁବନେଶ୍ୱର-୭୫୧୦୩୦,
ଭାରତ ସରକାରଙ୍କ ଏକ ସଂସ୍ଥା

Phone No.0674-2353031, 2353032, IT Dept : 2353012, 235021-24 Fax No.0674-2353011, 2353029,2353035,
Website- www.odishabank.in E.Mail. itd@odishabank.in/itdh@odishabank.in

Letter No: ITD/HARDWARE/122/2018-19

Date 17.11.2018

To

All eligible Vendors

**Sub: Request for quotation for Cartridge Refilling & Recycling
of Laser Jet Printers**

Dear Sir,

We Invite competitive sealed quotations for price/rate list for the cartridge refilling and recycling of HP, Brother, RICOH and Samsung LaserJet printers on or before 30.11.2018.

SI No	Description	SI No	Description
1.	Tonner refilling HP 12A/88A	6	Recycling of Samsung Laserjet Printer
2.	Tonerer refilling Samsung Laser jet printer	7	Tonner refilling of Color (all) laserjet HP model CP1215
3.	Recycling of HP 12A/88A	8	Recycling of color (all) laserjet HP model CP 1215
4.	RICOH SP 210 (Refill)	9	RICOH SP 210 (Recycle)
5.	Brother DCP L25200 (Refill)	10	Brother DCP L25200 (Recycle)

The terms and conditions should include the following points along with other related matter:

1. Price should include all taxes and duties. 100% payment after the work done.
2. Refilling and Recycling will be done at the Head Office/at your workshop. Cartridge should be well packed after refilling/recycling with suitable labeling. There should be level of Vendor done the refilling/recycling with date and details. Warranty of refilling/recycling till the tonner/ink exist. Vendor must respond within one day.
3. The rate contract validity is for one year. If Bank decides, the rate contract may be extended for one more year. Bank reserves the right to cancel the order at any time. Bank may give the order to the selected Vendors on rotation basis if they agree to accept work order with L1 contract rate.
4. Vendor must submit valid proof of tax and GST deposit for the current year. Must submit a photo copy of PAN and GST No.
5. Experience must be attached with your bid.
6. Sealed quotation should be submitted to Mr S.K. Basa, Sr Manager IT, IT Department, Odisha Gramya Bank, AT-Gandamunda, PO-Khandagiri, , Bhubaneswar, Pin-751030, Odisha on or before 30.11.2018. In case of any query you may contact Mr Swarup Kumar Basa Mob - 9437032392.

Thanking you.

Yours faithfully,


(S.K. Basa)
Sr Manager-IT

