

No. D-19011/4/2002-GenII
Government of India
Planning Commission

Yojana Bhawan, Sansad Marg,
New Delhi-110001
Dated:- 11-6-2004

To

Subject:- **Invitation of quotation for the disposal of used ribbon cassettes and cartridges.**

Sir,

Planning Commission has a large number of used ribbon cassettes, Ink and laser Cartridges. It has been decided to dispose them off by means of inviting quotations from the local buyers in this trade. It is understood that your company deals with the purchasing of used ribbon cassettes, Ink and laser cartridges. Planning Commission has following number of used ribbon cassettes, Ink and laser cartridges:-

Sl no.	Specification	Quantity
1.	Dot Matrix Printer Ribbon Cassettes	725 no.
2.	Ink Jet Cartridges	362 no.
3.	Laser printer toner cartridges	323 no.

In case your firm is interested in buying ribbon cassettes, Ink cartridges and laser cartridges, you are requested to submit your quotation for the above number of articles. The used ribbon cassettes, ink and laser cartridges can be inspected on 21st to 22nd June, 2004, between 3.00 and 4.00 pm. Your quotation in a sealed cover, super scribed as “ Quotation for used ribbon cassettes, Ink and laser cartridges”, accompanied by a Demand Draft of Rs.1000/- (as Earnest Money) should reach the undersigned latest by 2.30 pm on 23rd June, 2004. The quotations will be opened on the same day at 3.00 pm in room no. 411 in the presence of the tenderers who may wish to be present. The successful tenderer will have to remove the used cartridges and ribbon cassettes from Yojana Bhawan premises within three days of the award of tender in his favour otherwise EMD of Rs. 1000/- will be forfeited.

Yours faithfully,

(K.M.S.KHALSA)
Section Officer(Gen.Br.-II)
Tel. No. 011-23096512

Enclosed:- **Format for quoting rates for disposal of empty cartridges and ribbon cassettes.**

Format for quoting rates for disposal of empty cartridges and ribbon cassettes.

Sl no.	Name of item	Price (per piece)
1.	L Q 1050, Dot matrix Printer ribbon	
2.	TVS Q-25/35, Dot matrix printer ribbon	
3.	Panasonic KXP –1150, DMP Ribbon	
4.	HP-1843-A, Ink Jet Cartridge	
5.	HP 6614-A, Ink Jet Cartridge	
6.	HP 1823-A, Ink Jet Cartridge	
7.	HP 49-A, Ink Jet Cartridge	
8.	HP 51629-A, Ink Jet Cartridge	
9.	HP 51625-A, Ink Jet Cartridge	
10.	HP 6625-A, Ink Jet Cartridge	
11.	HP 6578-D, Ink Jet Cartridge	
12.	HP 51645-A, Ink Jet Cartridge	
13.	HP6656-A, ink jet Cartridge	
14.	HP 6657 ink jet cartridge	
15.	HP6615-A ink jet cartridge	
16.	BC-20 (Canon), Ink Jet Cartridge	
17.	BC-22e (Canon),Ink Jet Cartridge	
18.	HP 95-A, Laser printer toner Cartridge	
19.	HP 98-A, Laser Printer toner Cartridge	
20.	HP 3903-F, Laser Printer toner Cartridge	
21.	HP 4127-X, Laser Printer toner Cartridge	
22.	HP 3906-F, Laser Printer toner Cartridge	
23.	HP 8061-X, Laser Printer toner Cartridge	
24.	HP 7115-A, Laser printer toner Cartridge	
25.	HPQ2612-A, Laser Toner Cartridge	
26.	Epson 5200, Laser Printer toner Cartridge	
27.	XD-100 Xerox toner cartridge	
28.	XD-100 Drumf Cartridge	
29.	Work Centre 385 fax machine cartridge	
30.	Xerox 4510, Laser printer toner Cartridge	

EMD Rs. 1000/-	
D.D. No.....	Signature.....
Dated:-	Name of the firm.....
Bank:-.....	Address :-.....

	Tele. No.....