



RABINDRA BHARATI UNIVERSITY

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Ref. No Pur/TN/016/2026-27

Date: 17.09.2026

Notice Inviting Tenders

Sealed quotations are invited from the authorised dealers/reputed companies for supplying of following **Toner Cartridges(HP Original)** supporting colour printer(**HP MFP 4303dw**) installed at **VC's Secretariat office** of the Rabindra Bharati University within 29.09.2026 (3 pm) at purchase section (E.B.campus). Only authorized dealers/reputed companies shall be allowed to participate in the tender process (**No intermediate General Suppliers will be allowed to participate in the Tender process**).

Sl.No	Description/Specification of colour cartridges	Qty	Rate:	Amount : (Incl.GST)
01.	HP 230A BLACK Original Laser Jet Toner cartridge(W 2300A)	01		
02.	HP 230A CYAN Original Laser Jet Toner cartridge (W2301A)	01		
03.	HP 230A YELLOW Original Laser Jet Toner cartridge (W2302A)	01		
04.	HP 230A MEGENTA Original Laser Jet Toner cartridge (W2303A)	01		

Terms and Conditions

1. **Relevant documents/Credentials like, valid Trade License, GSTN certificate,PAN, must be submitted along with the sealed Tenders, failing which quotations shall be summarily rejected**
2. The goods shall be of the best materials.
3. Prices should be quoted in above format in specified place; otherwise it is liable to be cancelled.
4. Parties are requested to mention on the sealed envelope: **"Quotaton for Colour cartridges"**
6. Price should be quoted in Indian rupee inclusive of GST, delivery charges.
7. Subcontracting in any form will not be entertained by the University.
8. All the disputes arising out of the order if any shall be subject to the jurisdiction of Kolkata only.
9. **For any further details / inspection / query, please contact the IT department of the University.**
10. Last date of submission of quotations within 29.09.2026(3.00 pm)
11. University reserves the right to cancel this tender at any point of time without assigning any reason whatsoever.
12. Only authorised/reputed Vendors having their registered sales and service office in Kolkata are allowed participate in this tender process.

Registrar(Acting)