

**GOVT MEDICAL COLLEGE PATIALA**

(NIQ FOR Toner Refilling of Printers)

Sub:- Quotations for Toner Cartridge Refilling charges with all cartridge parts  
( i.e Drum , Blade, PCR )of All Departments.

Please quote your minimum rates of below mentioned items of Printer for refilling of GOVT MEDICAL COLLEGE PATIALA quotation should be reached in receipt section/branch of this office on or before 20/05 /2026 at 5 PM . The quotations will be opened on dated 21/05/2026 at 11 AM in the office of Deputy Controlle ( F&A ) , Director Principal Govt Medical College Patiala. In case holiday is declared on the date of opening of quotations, it will be opened on the next working day at the same time.

| S.No | Item Description  | Rate/per<br>Inclusive GST<br>(Rs.) |
|------|---|------------------------------------|
| 1    | Toner Cartridge Refilling charges with all cartridge parts (i.e Drum , Blade, PCR ) |                                    |

The Envelope containing the quotations should be sealed and super scribed as under:-

Quotation due on dated 20/05/2026 against inquiry/NIQ Purchase/ Toner Cartridge Refilling charges with all cartridge parts (i.eDrum , Blade, PCR )

The terms and conditions of the supply are: -

1. Inquiry/NIQ No. Must invariably be given at the top of the envelopes. Envelopes without indication will not be entertained.
2. Tax will be paid extra, if applicable provided it is made clear in the quotations that VAT/CST/GST/SERVICE TAX @ % will be charged extra, otherwise it will be presumed that VAT/CST/GST/SERVICE TAX are not to be paid extra.
3. Unsealed quotations will be rejected.
4. The validity of the quotation should be for a minimum period of 120 days.
5. The quotation must be addressed to the Director Principal Govt. Medical College Patiala
6. Quotations must be sent by registered post/Speed Post/ Courier/by hand at receipt Branch of Govt. Medical College Patiala within working hours.
7. Rate will be fixed for one year from the date of PO. If items found satisfactory the rate contract may be extended for one (01)years with same rates.
8. Bidder must mention the **Contract Number** of the firm or representative of the firm on the quotation.
9. The Bidder must have GST registration as per GST Act and rules, also must mention G.S.T number on the quotation.
10. **Before submitting quotation by the Bidder, it shall be mandatory to clearly mention GST number of the firms /company in the quotation. If not, quotation will not be considered.**
11. **Contract will be awarded to L-1 item wise.**
12. All Participant bidders may attend the opening of quotations on the due date.

Director Principal,  
Govt. Medical College, Patiala

Superintendent  
Santokhpal Singh

Sub-Commissioner  
Bhupinder Yadav

Clerk  
Kamjit Singh

Steno  
Beant Kaur

