JAGAT GURU NANAK DEV
PUNJAB STATE OPEN UNIVERSITY, PATIALA
(Established by Act No.19 of 2019 of Legislature of the State of Punjab)

QUOTATION NOTICE

(Ref. No. PSOU/REG/ 424 dated 14/08/26)

Sealed Quotations are invited for the supply of Toner of Printer upto 26-08-26 till 4:00pm as prescribed format given below duly signed and stamped through Registered-post/Speed Post/Courier.

Sr. No.	Description	Units	Rate per unit (inclusive of GST)	Remarks
1	Toner of Printer Kyocera OEM Toner Cartridge Manufactured by Kyocera Document Solutions India Private Limited Kyocera (TK-6340 used in Kyocera (TASKalfa 6004i)	01		

Terms and Conditions

1. The sealed quotations completed in all respects mentioning the subject "Quotation for Kyocera Printer toner" must reach to **The Registrar, Jagat Guru Nanak Dev Punjab State Open University, C-28, Lower Mall, Patiala** on or before 26-08-26. till 4:00pm through Registered post/Speed post/Courier.
2. The bidder shall strictly abide time schedule given by University for delivery of the material/items as per work order.
3. Validity of the bid is 90 days from the date of opening quotation.
4. Selected bidders are strictly prohibited for subletting the assigned work/work order.
5. Incomplete and conditional Quotation will not be accepted.
6. The Registrar, Jagat Guru Nanak Dev Punjab State Open University, Patiala reserves the right to cancel the bid without assigning any reason.
7. Copy of PAN No. (PAN Card) of firm must be attached.
8. Payment shall be made in Indian rupees on Final acceptance & after verification by the specified consignees and their issue of clearance & acceptance certificates to the satisfaction of the authority.
9. If the material is not delivered on or before the due date the competent authority will have the right to deduct 2% of the total bill for every weeks default, no extension time will be permitted. The decision of the University shall be binding on the bidder in this regard.
10. All disputes, differences, claims and demands arising under or pursuant to or touching the contract shall be referred to the sole arbitrator i.e. the Registrar JGND PSOU, Patiala. The award of the sole arbitrator shall be final and binding on both the parties under the provisions of the Arbitration and Conciliation Act, 1996 or by statutory modification re-enactment thereof for the time being in force. Such arbitration shall be held at Patiala.
11. TDS is applicable as per income tax rules.
12. Rates should be F.O.R. and should include all taxes in r/o supplies.

14/8/26

Chairperson