



K.M.D.A. (HIT WING)

Diary No. 530

Date 25/6/25

**Kolkata
Metropolitan
Development
Authority**

Memo no- 15C-3/14(G) 61 to 7

Date - 27/06/2025

Sub:- Toner Refill for (HIT Wing) Office Printers

"NOTICE INVITING QUOTATION"

| SL No | Particulars | Tenure |
|-------|--|--------|
| 1 | Toner Refill for Printer no: HP 88A LaserJet & HP 12A LaserJet | 1 year |

Sealed Quotations are invited by The OSD & EO Senior Deputy Secretary, KMDA (HIT Wing), from bonafide, reliable, experienced in similar nature for the supply of tonner refilling for HP Printers attached in various departments in HIT Wing office building. The accepted rate will be valid for one year with effect from the date of acceptance.

Specifying The rate is to be quoted both in figures and words including GST. The quotations along with photocopy of Trade License, GST certificate & PAN Card in sealed cover will be received up to 1-30 P.M. on 10th July, 2025 in the office of the undersigned and will be opened on the same date at 2-00 P.M. in presence of the quotationers. The Authority reserves the right to accept or reject any or all the quotations without assigning any reasons whatsoever.

OSD & EO

Senior Deputy Secretary,
KMDA (HIT Wing).

Date - 20/06/2025

Memo no- 15C-3/14(G) 61 to 7

Copy forwarded for information to:-

- 1) The Special Secretary, KMDA.
- 2) The Deputy Secretary, PR Cell, KMDA is requested for display in KMDA Website
- 3) PS to CEO, KMDA
- 4) PS to Secretary, KMDA
- 5) Notice Board CS Cell, HQ, KMDA
- 6) Notice Board, KMDA (HIT Wing).
- 7) Office Copy

OSD & EO

Senior Deputy Secretary.

Sk. Sanibul