

දුරකථන : කාර්යාලය } 041- 2222681  
 Telephone: Office } 2222682

මූල්‍යාධිකාරී } 041- 2222209  
 Bursar }

නියෝජ්‍ය මූල්‍යාධිකාරී } 041- 2227027  
 Deputy Bursar (Supplies) }

Fax } 041- 2227027



E-mail: - sabs@admin.ruh.ac.lk

මගේ අංකය } RUH/SUP/2024/S6.Q.084 රුහුණ විශ්වවිද්‍යාලය  
 My No }  
 මාගේ }  
 මාගේ

UNIVERSITY OF RUHUNA  
 .MATARA, SRILANKA

Your No }

2024.10.25

**Urgent**

The Manager,

Dear Sir,

**QUOTATION FOR SUPPLY OF CANON NPG 84 PHOTOCOPY TONER**

Please be kind enough to send a quotation for the following items.

| Description of Materials  | Response  | QTY       | Price Per Unite (Rs.) | VAT (Rs.) | Total Price With VAT |
|---|---|-----------|-----------------------|-----------|----------------------|
| <b>01.Canon NPG 84 Photocopy Toner</b>                                    |   | <b>04</b> |                       |           |                      |
| • Brand & Model   |   |           |                       |           |                      |
| • Country of Origin   |   |           |                       |           |                      |
| • Country of Manufacture  |   |           |                       |           |                      |
| • Year of Manufacture   |   |           |                       |           |                      |
| • Packing Details   |   |           |                       |           |                      |
| • Delivery Terms  |   |           |                       |           |                      |
| • Warranty  |   |           |                       |           |                      |
| • Anti - Counterfeiting   | Online / Offline<br>If offline, Please mention the method |           |                       |           |                      |
| • Copies/ Printouts per Toner Cartridge                                   |   |           |                       |           |                      |
| <b>Please Provide Manufacturer Authorization Letter With Your Prices.</b> |   |           |                       |           |                      |

Closing date: 2024.11.07

Address: Registrar`s Office  
University of Ruhuna,  
Matara.

Fax No: 041 – 2227027

Your faithfully,



Deputy Bursar (Supplies)

.....  
Date

.....  
Rubber Stamp

.....  
Signature of Manager