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Bursar }

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

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UNIVERSITY OF RUHUNA
MATARA, SRILANKA

Your No }

2025.01.15

Urgent

The Manager,

Dear Sir,

QUOTATION FOR SUPPLY OF HP LASERJET PRO M 203 DW PRINTER 32 A 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
01.HP LaserJet Pro M 203 dw Printer 32 A Toner		02			
• Brand & Model					
• Country of Origin					
• Country of Manufacture					
• Year of Manufacture					
• Packing Details					
• Delivery Terms					
• Warranty					
• Anti - Counterfeiting	Online / Offline If offline, Please mention the method				
• Copies/ Printouts per Toner Cartridge					
Please Provide Manufacturer Authorization Letter With Your Prices.					

Closing date: 2025.01.23

Address: The Chairman
Department Procurement Committee
General Administration Branch
University of Ruhuna,
Matara.

Fax No: 041 – 2227027

Your faithfully,



Deputy Bursar (Supplies)

.....
Date

.....
Rubber Stamp

.....
Signature of Manager