

To,
Purchase Department
Independent University, Bangladesh
Plot-16, Block-B, Aftabuddin Ahmed Road, Bashundhara, Dhaka-1212.

Subject: Quotation for different types of Printers at IUB.

S/N	Descriptions of the items	Qty	Unit Price	Total Amount	Delivery Time
1	Printer Brand: HP Model: HP M12W / M15W Warranty: One Year	1			
2	Printer Brand: HP Model: HP M402DN Warranty: One Year	1			
3	Printer Brand: HP Model: HP M252N Warranty: One Year	1			
	Total Amount:				

Terms and conditions:

1. The quotation will be sent to the Purchase Office, at Plot-16, Block-B, Aftabuddin Ahamed Road, Bashundhara, Dhaka- by February 13, 2019.
2. The total quoted amount should be expressed in round figure (Taka) and inclusive of VAT or any other applicable Govt. Tax. VAT & AIT will be deducted from the billed amount as per Govt. rules of Bangladesh.
3. The University authority reserves the right to increase or decrease the quantity of the items and accept or reject any quotation without assigning any reasons whatsoever.
4. The price should be constant for the period of 6 (Six) months after submission of proposal.