



KERALA STATE ROAD TRANSPORT CORPORATION

TRANSPORT BHAVAN, FORT, THIRUVANANTHAPURAM - 695 023

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S001-SS04/113/2026-STORE-KSRTC-HQ

Dated: 07.10.2026

QUOTATION NOTICE

KSRTC is inviting Quotation for TONER REFILLING AND REPLACEMENT OF SPARES FOR DIFFERENT LASER PRINTER CARTRIDGES FOR A PERIOD OF ONE YEAR.

Sealed quotation should reach the Office of the Chairman & Managing Director, KSRTC, Transport Bhavan, Fort, Thiruvananthapuram - 23, before 13.00 hours on **19.10.2026** and it will be opened at 15.00 hours on the same day.

There shall not be more than one Brand offer in the tender. Offering more than one Brand will make the bid invalid.

Approximate Quantity per month

Components	Laser Printer Cartridge HP/Canon 12A/16A/328	Laser Printer Cartridge HP88A/36A/925/FX9S/Samsung MLT-D 101 S	Components for Multi function Laser Printer Cartridge (each colour) (Canon MF 8210)	Components for Laser Printer Cartridge RICOH SP 210	Laser Printer Cartridge EPSON 2010DN	Refilling Ribbon of Lipi 6312 Line Matrix Printer
Toner Refill	15 Nos. (Toner Weight -140 gm)	40 Nos. (Toner Weight- 80 gm)	1 No. (Toner Refill)	50 Nos. (Toner Weight- 160 gm)	15 Nos. (Toner Weight- 140 gm)	3 Nos.
Drum	11 Nos	22 Nos		10 Nos.		
Paper Cleaning roller	4	7		5		
Wiper Blade	5	7		5		
Magnetic Roller	4	7		5		
Cabin / Micro Chip	3	3		5		
Doctor Blade	7	7		5		
MRS ring	8	8		5		

Due date & Time of Quotation : **19.10.2026, 13.00 Hrs.**

Time of Opening : **19. 10.2026, 15.00 Hrs.**

- 1) Firms who have been blacklisted by the Central Government/ any State Government/ any State Transport Undertaking will not considered.
- 2) Firms who supplied Stores of inferior quality or defective materials, which caused non settlement of claim/ pending claim of KSRTC will not be considered. In the event, if the party is ready to settle the claim, Chief Executive Officer/ Managing Director of Corporation shall consider the tender of such firm which is solely at his discretion.

3) Toner and Spare Replacement & Payment:-

- a) The successful bidder should refill Toner/replace the spares of different cartridges of Laser Printers within 24 hours after telephonic information from IT Division of this office. The work place for refilling of toner/replacement of spares will be at KSRTC IT Division, Transport Bhavan, Fort, Thiruvananthapuram.

b) Order period should be for a period of one year.

c) Payment will be made only after the successful and satisfactory Toner refilling/ spares replacement.

- 4) Tender will be opened at 15:00 hours on **19.10.2026** in presence of the bidders or their authorized nominees available at the time of opening.
- 5) The price offered should be firm, for a period of twelve months.
- 6) No enhancement of rates once accepted will be considered.
- 7) Bidder should specify brand of the material offered, manufacturer's name and Guarantee period.
- 8) **The rate offered should be for Toner refilling / Spare replacement of different Laser Printer cartridge at the work place of KSRTC IT Division, Transport Bhavan, Fort, Thiruvananthapuram.**
- 9) The Chairman and Managing Director, KSRTC will not make payment for the bills, if the material is of inferior quality or not up to or in accordance with the specifications shown in the Tender Notice and the decision of the Chairman and Managing Director, KSRTC in the matter will be final and not liable to be questioned by the firm or any one on his behalf. Rejected articles should be taken back by the Contractor at his own cost.
- 10) The offer once made cannot be withdrawn or modified under any circumstances.
- 11) The quantity indicated is subjected to variation by 15% more or less.
- 12) **Tender which are received after the due date and time stipulated in the tender notice will be summarily rejected.**
- 13) Tender should be submitted in sealed covers with Superscription as

"TENDER FOR SUPPLY OF TONER REFILLING AND REPLACEMENT OF SPARES OF DIFFERENT LASER PRINTER CARTRIDGES."

**TENDER No. : S001-SS04/113/2026-STORE-KSRTC-HQ
DUE ON : 19.10.2026**

- Superscription on cover is very important.


For Tender Inviting Authority

This Tender Notice should be signed, sealed and returned to this office along with the tender form.

ACCEPTED

Place:
Date:

**SIGNATURE AND SEAL OF THE TENDERER
WITH FULL ADDRESS AND DATE**

PROFORMA

Sl. No.	Laser Printer Cartridge HP/Canon 12A/16A/328	Basic Price for 1 No	Discount if any in Rs	Other Charges if any (should be specified in Rs)	GST in Rs	End rate for 1 No.
1	2	3	4	5	6	7 (3-4+5+6)
	Toner Refill					
	Drum					
	Paper Cleaning roller					
	Wiper Blade					
	Magnetic Roller					
	Cabin / Micro Chip					
	Doctor Blade					
	MRS ring					

Sl. No.	Laser Printer Cartridge HP 88A/36A/925/FX9S/ Samsung MLT-D 101 S	Basic Price for 1 No	Discount if any in Rs	Other Charges if any (should be specified in Rs)	GST in Rs	End rate for 1 No.
1	2	3	4	5	6	7 (3-4+5+6)
	Toner Refill					
	Drum					
	Paper Cleaning roller					
	Wiper Blade					
	Magnetic Roller					
	Cabin / Micro Chip					
	Doctor Blade					
	MRS ring					

Sl. No.	Components for Multi function Laser Printer Cartridge (each colour) (Canon MF 8210)	Basic Price for 1 No	Discount if any in Rs	Other Charges if any (should be specified in Rs)	GST in Rs	End rate for 1 No.
1	2	3	4	5	6	7 (3-4+5+6)
	Toner Refill					
	Drum					
	Paper Cleaning roller					
	Wiper Blade					
	Magnetic Roller					
	Cabin / Micro Chip					
	Doctor Blade					
	MRS ring					

Sl. No.	Laser Printer Cartridge RICOH SP210	Basic Price for 1 No	Discount if any in Rs	Other Charges if any (should be specified in Rs)	GST in Rs	End rate for 1 No.
1	2	3	4	5	6	7 (3-4+5+6)
	Toner Refill					
	Drum					
	Paper Cleaning roller					
	Wiper Blade					
	Magnetic Roller					
	Cabin / Micro Chip					
	Doctor Blade					
	MRS ring					

Sl. No.	Laser Printer Cartridge EPSON 2010DN	Basic Price for 1 No.	Discount if any	Other Charges if any (should be specified in Rs)	GST in Rs	End rate for 1 No.
1	2	3	4	5	6	7(3-4+5+6)
	Toner Refill					

Sl. No.	Line Matrix Printer Lipi 6312 L	Basic Price for 1 No.	Discount if any	Other Charges if any (should be specified in Rs)	GST in Rs	End rate for 1 No.
1	2	3	4	5	6	7(3-4+5+6)
	Ribbon Refill					

Place:

Date:

Signature :

Name and Address of the bidder

(Seal of the bidder)