



ආගමන හා විගමන දෙපාර්තමේන්තුව

குடிவரவு மற்றும் குடியகல்வுத் திணைக்களம்
DEPARTMENT OF IMMIGRATION & EMIGRATION

“සුහුරුපාය” ශ්‍රී සුභනිපුර පාර, බත්තරමුල්ල, ශ්‍රී ලංකාව.
“சுஹுறுபாயா”, ஸ்ரீசுபூத்திபுரவீதி, பத்தரமுல்லை, இலங்கை.
“Suhurupaya”, Sri Subhuthipura Road, Battaramulla, Sri Lanka.
E-mail: controller@immigration.gov.lk



මගේ අංකය:

எனது இல: My No. :

DIE/PRO/03/2025/20

ඔබේ අංකය: -

உமது இல: Your No. :

දිනය :

திகதி : Date :

19.09.2025

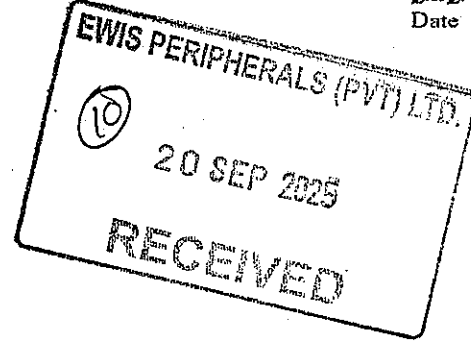
Manager,

EWIS Peripherals (Pvt) Ltd,

Yathama Building,

141, Galle Road,

Colombo 03.



Inviting Quotations for supply of Toners / Cartridges, and Consumable for Printing Machines.

Sealed quotations are invited from eligible bidders for above procurement by this Department. You are kindly requested to submit your quotations along with an affidavit in attached format.

02. You are kindly requested to submit your quotations in accordance with the attached documents, along with an **authorized distributor letter** for the relevant items..

03. Please forward your duly signed sealed quotation **either by hand or via registered post** to the address given below. Quotations must reach us **on or before 01st October 2025 at 2:00 p.m.** The envelope should be clearly marked on the top left-hand corner

"Quotations for Toners/Cartridges for the Department of Immigration and Emigration."

04. Bids will be opened immediately after the closing time at the address below, in the presence of bidders' representatives who wish to attend. **Late quotations will not be accepted.**

05 If you require any further clarification, please do not hesitate to contact the official listed below.

Deputy Controller (Procurement), Procurement Division,

Department of Immigration and Emigration,

05th floor, "Suhurupaya", Sri Subhuthipura Road, Battaramulla.

Telephone – 011 210 1559 Fax – 011 287 9091

Email – procurement@immigration.gov.lk

Your sincerely

P.H.R.M.M. Abhayawardhana

Deputy Controller (Procurement)

For Controller General of Immigration and Emigration

Section: III

Schedule of Requirement

In No	Item/Toner Description	Quantity	Unit	Final Destination	Latest Delivery Date
01	Brother Drum 3455	10	Nos	Main stores, 3 rd floor, Department of Immigration and Emigration - Battaramulla	07 days
02	Brother TN 2480	2	Nos		07 days
03	Brother 2280	10	Nos		07 days
04	Brother TN 3478	31	Nos		10 Nos - Within 07 Days
					10 Nos - Within 14 Days
					11 Nos - Within 21 Days
					07 days
05	Canon 328-L170 Fax	5	Nos		25 Nos - Within 07 Days
					25 Nos - Within 14 Days
06	Epson PM 520 (Ink 372)	80	Nos		25 Nos - Within 21 Days
					25 Nos - Within 30 Days
					10 Nos - Within 07 Days
07	Epson Ribbon LQ 310	15	Nos		05 Nos - Within 14 Days
08	Konica Minolta 2051 - TN 118	4	Nos		07 days
09	Konica Minolta TN 324 (Cyan)	1	Nos		07 days
10	Konica Minolta TN 324 (Yellow)	1	Nos		07 days
11	Konica Minolta TN 328 (Cyan)	1	Nos		07 days
12	Konica Minolta TN 328 (Magenta)	1	Nos		07 days

In No	Item/Toner Description	Quantity	Unit	Final Destination	Latest Delivery Date
13	Konica Minolta TN 328 (Yellow)	1	Nos	Main stores, 3 rd floor, Department of Immigration and Emigration - Battaramulla	07 days
14	Konica Minolta 367 TN 323	2	Nos		07 days
15	Konica Minolta TN 414	5	Nos		07 days
16	Lexmark 56F 3000 (Ms 321/421)	125	Nos		25 Nos - Within 07 Days
					25 Nos - Within 14 Days
					50 Nos - Within 21 Days
					50 Nos - Within 30 Days
					20 Nos - Within 07 Days
17	Lexmark 56F 3HOE (Ms 310/312)	55	Nos		20 Nos - Within 14 Days
					20 Nos - Within 21 Days
					10 Nos - Within 07 Days
					05 Nos - Within 14 Days
18	Lexmark 58D3U00 (Mx 722)	15	Nos	07 days	
19	Lexmark 78C3XKO 420/520/620 (Black)	3	Nos	07 days	
20	Lexmark 78C3XKO 420/520/620 (Cyan)	3	Nos	07 days	
21	Lexmark 78C3XKO 420/520/620 (Magenta)	3	Nos	07 days	
22	Lexmark 78C3XKO 420/520/620 (Yellow)	3	Nos	07 days	
23	Lexmark Ms 310/312 Photo Conductor	7	Nos	07 days	
24	Lexmark Ms 511	5	Nos	07 days	

In No	Item/Toner Description	Quantity	Unit	Final Destination	Latest Delivery Date
25	Lexmark Ms511 Photo Conductor	5	Nos	Main stores, 3 rd floor, Department of Immigration and Emigration - Battaramulla	07 days
26	Lexmark Ms722 Photo Conductor	6	Nos		07 days
27	Lexmark X860-W850	3	Nos		07 days
28	Ricoh DD 5450 Black Ink	15	Nos		10 Nos – Within 07 Days
					05 Nos – Within 14 Days
29	Ricoh MP 2014 HS - M 2701	20	Nos		10 Nos – Within 07 Days
					10 Nos – Within 14 Days
30	Ricoh MP 2554/3554	5	Nos		07 days
31	Epson L 170 C664 Colour - Black	1	Nos		07 days
32	Epson L 170 C664 Colour - Cyan	1	Nos		07 days
33	Epson L 170 C664 Colour - Magenta	1	Nos		07 days
34	Epson L 170 C664 Colour - Yellow	1	Nos		07 days

- All goods should be supplied to the destination by the supplier free of charge
- In case of print/printer failure/fault due to provided toner/consumables, supplier should resolve the issue within 2 hrs with one to one replacement.

Signature of the Bidder's authorized representative:

Name of the representative: Company Stamp

Date: