

අධ්‍යාපන, උසස් අධ්‍යාපන සහ වෘත්තීය අධ්‍යාපන අමාත්‍යාංශය
වෘත්තීය අධ්‍යාපන අංශය
කல்වි, உயர் கல்வி மற்றும் தொழிற் கல்வி அமைச்சு
தொழிற் கல்வி பிரிவு

Ministry of Education, Higher Education and Vocational Education
Vocational Education Division



ජාතික අධුනිකත්ව සහ කාර්මික පුහුණු කිරීම් අධිකාරිය
தேசிய பயிற்சுவர் மற்றும் கைத்தொழிற் பயிற்சி அதிகாரசுவ
NATIONAL APPRENTICE AND INDUSTRIAL TRAINING AUTHORITY

971, ශ්‍රී ජයවර්ධනපුර මාවත, වෙලිකඩ, රාජගිරිය 10100 ශ්‍රී ලංකාව
971, ஸ்ரீ ஜயவர்தனபுர மாவத்தை, வெலிகடை, ராஜகிரிய 10100 இலங்கை.
971, SRI JAYEWARDENEPURA MAWATHA, WELIKADA, RAJAGIRIYA, 10100 SRI LANKA.



Our Ref : P&S/PRO/02/02(Vol iii)
29th October 2025

Ami's Peripherals Pvt Ltd.

Dear Sir,

BIDS FOR BRANDED BRAND NEW TONER CARTRIDGES FOR NAITA HEAD OFFICE

The Chairman, Procurement Committee of this Authority is hereby invited scaled bids for supply of Branded Brand new Toner Cartridges for NAITA Head Office.

Your bids including price, terms and condition of supply and validity and other relevant details should be sent by registered post or by hand addressed to Administration Officer (PMD), National Apprentice and Industrial Training Authority, 971, Sri Jayawardenapura Mw, Welikada, Rajagiriya to reach him on or before 10.30 a.m 06th November 2025 or to be deposited in the tender box kept in the ground floor at NAITA Head office.

If you are registered for VAT, you should indicate the amount of VAT separately in the bid document in addition to the net value of the tender, along with the VAT registration number and valid VAT liability Confirmation Letter issued by Department of Inland Revenue.

“Bids for Branded Brand new Toner Cartridges for NAITA ” should be appearing on the top left - Hand corner of the envelope.

If you do not follow the above instructions, your bid will be liable for rejection.

| No | Item | Qty | Copy yield for a Toner | Unit Price for | | Make & Country of Origin | Delivery | Remarks |
|----|--|--------|------------------------|------------------------|---------------------|--------------------------|----------|---------|
| | | | | Unit Price without VAT | Unit Price with VAT | | | |
| | Branded Brand new Original Toner Cartridges with one to one Replacement warranty | | | | | | | |
| 01 | Toner Cartridge for HP laser Jet Pro 201dw Laser Printer (83A) | 03 Nos | | | | | | |
| 02 | Toner Cartridge for HP laser Jet Pro 404 Laser printer (76A) | 20 Nos | | | | | | |

- The Manufacture Authorization letter should be attached; otherwise it will be rejected.
- Suppliers' strictly advice to quote only genuine original Toners. Compact Toners not be accepted & Alternative offers should not be considered.
- The supplier shall deliver the goods within 07 days from the date of issuance of the Purchase Order.

Yours faithfully,

A.A.S.S. Perera
Administrative Officer (PMD)