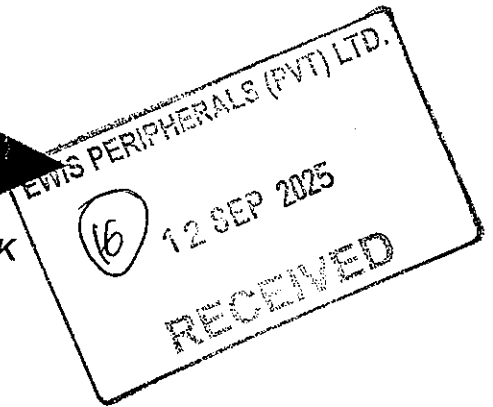




**BIDDING DOCUMENT
[NATIONAL SHOPPING]**



Invitation of Quotation

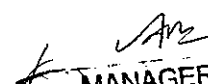
For

**PURCHASE OF EPSON PLQ 20 PRINTER RIBBONS 1500 Nos OF
NATIONAL SAVINGS BANK**

Contract No: NSB/SQ/2025/123

Savings House
255, Galle Road,
Colombo 3, Sri Lanka.

Name of Bidder:Ewis...Peripherals...(Pvt)...Ltd:.....


MANAGER SUPPLIES
NATIONAL SAVINGS BANK
COLOMBO 03.



National Savings Bank,
Supplies Division,
255, Galle Road,
Colombo 03.

To: The Manager,
Ewis Peripherals.....
(Pvt) Ltd.....
.....

Quotation No.: NSB/SQ/2025/124
Date: 17/09/2025

Dear Sir,

SUPPLY OF TONERS FOR THE NATIONAL SAVINGS BANK (Branch Management Division & Human Resources Division)

General Conditions & Instructions

The Chairman Tender Board of the National Savings Bank invites quotations to **Supply of Toners for the National Savings Bank (Branch Management Division & Human Resources Division)**.

1. Herewith we are forwarding the relevant quotation form in duplicate.
2. Both unit price and total value should be clearly indicated in the relevant columns. Your offer should be sent in duplicate in these forms duly completed as follows.
3. The Original and duplicate forms marked "Original" and "Duplicate" should be enclosed in separate envelopes. These envelopes should thereafter be enclosed in a single envelope and sent in a registered cover addressed to the Chairman Tender Board (Supplies), National Savings Bank, No. 255, Galle Road, Colombo 03 or deposited in the Tender box provided for this purpose in the Supplies Division of the National Savings Bank to reach him on or before **10.00 a.m on 17/09/2025**.
4. The top left-hand corner of the envelope should contain the words "**Supply of Toners for the National Savings Bank (Branch Management Division & Human Resources Division)**." – **NSB/SQ/2025/124**
5. Samples:
 - a) Samples should be enclosed along with the quotation.
 - b) Where quality of paper has been specified for printed matter, tenderer should quote only for that quality of paper. Quotations offering any other quality are liable to be rejected.
6. Where necessary, descriptive literature and any other relevant documents in regard to the offer offered should be enclosed. Such relevant information should be indicated in the remarks column.
7. Quotations not submitted on this form will be rejected.
8. Alterations or erasures should be initialed.