



महाराष्ट्रशासन



Government College of Engineering, Nagpur

Sector- 27, Mihan Rehabilitation Colony Khapri, Nagpur-441 108

(NAAC Accredited B⁺⁺ Grade 2.93)



"To be an Institution of National Repute Creating Globally Competent Technocrats to Serve the Society"

Mobile No. 07103-295226(P), 295220(O) Website:- www.gcoen.ac.in

E-mail: principal.gcoenagpur@dtmaharashtra.gov.in - office.gcoenagpur@dtmaharashtra

No.: GCOEN/Quot./CSE/2025-26/ 3581

Date : 18 Oct 2025

QUOTATION

To,

M/s Uploaded on website and Display on college notice board

Subject : Quotation for Rate Contract of Computers, printers and peripherals maintenance.

Dear Sir,

Kindly quote your lowest reasonable rates in term of percentage for the following items and send the quotation in the sealed cover so as to reach the undersigned on or before **06 November 2025 till 5.00 pm.**

TABLE -1: Information of Computers/Printers/Xerox machines available in the institute which are to be maintained by the bidder.

Information of Computers / Laptops:

Sr No.	Items (Computer) Name	Qty.
01.	ACER i5 Laptop : ACER HP CORE I 5 Laptop 5Th Generation, GB Ram, 1 Tb Hard disk, 2 GB Graphics, Screen 15.6" Each	03 Nos.
02.	HP i5 Laptop : Laptop HP Core I 5 Generation 6 Ram 1.7 GHz DDR 3 I -4 GB, HDD-01 TB , Screen 15.6" Per loted 05 Windows 7 or Above	06 Nos.
03	HP i5 Laptop : Lap Top HP DA 1050 TU or equivalent 15.6" H.D.Display ITB Hard Disk/4 GB Ram/Legal Windows 8 office, DV Writer core i5, With SSD, Graphic card (integrated) Web Cam, Bluetooth, Original Back Pack with Bag.	01 No
04.	ACER i5 Laptop :	02 No
05.	i7 Laptop Lenovo	02 No
06.	3600 touch screen i7 Laptop Lenovo	01 No
07.	DPDC Grant Campus Wide Networking (CWN) Laptop i5	03 No
08	HP Desktop 280 G3 Desktop Intel Core 17-8700 (3.2 GHz, 12 MB Cache 6 core, 8Th Generation, 05 Year onsite OEM Warranty Desk top P/N SCN 94 # ACE	150 Nos.
09.	i3 Computer make Acer	12 Nos.
10	i3 Computer Make Acer	17 Nos.



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11	Desk Top Intel i5 core Z duo Model Dell 745 MTV	10 Nos.
	Desk Top PC Dell Opt ilex 760 Intel core Z duo	02 Nos.
12	i5 Computer Make Acer :	02 nos
13	i7 Computer Make Acer :	01 nos
14	i7 Computer Make Acer :	01 No
15	i7 Computer Make Acer :	02 No
16	DPDC Grant Centarlise Computer Center (CCC) Computer i5	150 Nos.
17	i5 Computer Make HP :	01

Information of Printers

1	Laser Jet Printer Canon LBP 2900 B	05 Nos.
2	Laser Printer IMFL 3010 A Multifunctional	05 Nos.
3	Laser Printer HP Laser Jet Pro M 403 D	02 Nos.
4	Multifunctional Machine HP Laser Jet Pro M 226 DW Printer	01 No.
5	Samsung 1676 Laser Printer	09 Nos.
6	Fax COM Laser Printer Back to Back	02 Nos.
7	Laser Printer Laser Jet pro M 202 dw	03 Nos.
8	Laser Printer HP Colour Jet Pro M252	01 No.
9	I.D. .Card Printer Evois Make dual side I.D. card Printer Model Primacy (300 DPS)	01 No.
10	Canon Printer LBP Laser Jet 6030 B	03 Nos.
11	H P Laser Printer 1020+	01 No.
12	H P Laser Jet Pro 1136	01 No.
13	Canon All In One Printer MF 241 D	01 No.
14	Canon laser Mono Printer LBP 2900 B	01 No.
15	Canon Multifunction Printer MF 241 D	01 No.
16	Laser Printer All in One DCP- L 2520 D	01 No.



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17	H p Laser Printer Jet M 1213 F (Transfer from Babasaheb Ambedkar College of Engg., Nagpur)	01 No.
18	Canon Multifunction Printer MI 241 D	01 No.
19	Brother Multifunction Printer L5000D	02 Nos.
20	Brother Multifunction Printer B7535DW	01 No.
21	Brother Multifunction Printer L2541DW	2 Nos.
22	HP Laser Jet Multifunction M/c M233DW	02 No.
23	Brother Multifunction Printer, DCP-L2520D	01 No.
24	Canon Printer L11121E (Gratis)	01 No.
25	Canon Printer MF 4820D (TPO)	01 No.
26	Canon Printer Colour K10392 (Gratis)	01 No.
27	Brother Mono Printer HL-L2321D	2 No.
28	Canon Printer MF 241 DW	2
29	DPDC Grant Centarlise Computer Center (CCC) Canon Mono Leser Printer	04 Nos.
30	Brother Multifunction Printer B7535DW	1 No.
31	Brother Multifunction Printer	1 No.
32	Brother A4 Single Function Printer	15 Nos.
33	Epson Colour Multifunction Printer	1 No.

Information of Xerox Machines

1	Canon - Digital copier with printer Size:- A3 Minimum copying speed (CPM) :15:15 Paper size original /Image :A3/ A3 Ram(MB) :16 bypass : 50 Sheets Zoom: 50 to 200% category : simply Networking Features	01 No.
2	Digital Multifunction office Machine (RICOH) (MP 2014) Xerox machine	01 No.
3	Canon - Photocopier Machine Speed copy print 20 PPM A4 size maximum original size A3 mono component technology remote colour enabled pull push on deem and fixing print description language UFR - II for widows processor speed - 400 MHz memory capacity 128 MP paper capacity cassette - 2 50 sheets & bupasas tray 80 sheets 8 l bypass tray 80 sheets toner yidd -10200 S4 ect A4 ram yiel 61700 sheets.	01 No.
4	Sharp - Photo Copier Machine AR 6020 Digital multifunction device speed copy / print 200 PPM A4 Size Maximum original size A3 mono Component technology.	01 No.



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5	Digital Photocopier Machine Model no 2309A Minimum Copying speed (CPM/ PPM): 20/ 20vpaper (Original Image) : A3 / A3 printer scanner copier ram size (MB) : Zoom 50 to 400% Inbuilt networking features of duptye category (with out rods/Dadf	01 No.
6	Canon IR 2006 N with Platen cover & toner.	01 No.
7	Canon IR 1643IF	01 No.
8	Canon IR 2425 with Platen cover & toner.	01 No.
9	Canon IR 2925 with DADF & toner.	01 No.
10	Canon A4, A3 Multifunction Machine.	01 No.

Note: -(1) The dispatch number of this office and the department for which the quotation is desired should necessarily be superscripted on the envelope

TERMS AND CONDITION

Eligibility Criteria:

- The bidder should have at least two years' experience in IT facility management /annual repairs maintenance of computer system, peripherals, accessories & LAN Testimonial should be enclosed as proof.
- The bidder should have three running contract with any Govt. /Semi Govt. Dept./ PSU/ Bank total value of not less than Rs. 05 Lakhs for at least 2 years. Testimonial should be enclosed as proof.
- The minimum annual turnover each of the past two years should be Rs. Five lakh in repairs maintenance of computer system, peripherals, accessories, and testimonials should be enclosed as proof.
- The bidder should have at least 01 hardware engineers with minimum one year experience in respective areas.

Testimonial and records to be furnished

The bidder should enclose the following records duly self-certified in support of their bonafide.

- Testimonial from not less than 2 (two) Govt./ Semi-Govt./ Public Sector Organization /republican organization regarding their satisfactory performance of similar contract for two years. (In Form 'A')
- Copy of three years' audited balance sheet and profit and loss account duly signed by chartered accountant (In Form 'B')
- List of professionally qualified Personnel of the bidder. (In Form 'C')
- Copy of Certificate of registration/ incorporation of the bidder.
- Copy of Income Tax Registration Certificate / PAN, Service Tax, etc.



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In the absence of any of the aforesaid documents, the bids may not be accepted or at the discretion of GCOE Nagpur.

Signature of Bidder/supplier

I. Form 'A' (Experience & Running Contracts)

S. No	Name of Organization (With Address and Phone Number).	Experience (At least for 2 years)		Nature of Experience
		From Date	To Date	
1.				
2.				
3.				
4.				

*The bidder will submit the self-attested certificate for the purpose of verification of authenticity of dealer recorded in the Proforma.

Signature of Bidder/supplier

II. Form 'B' (Turnover and Profitability)

Sl. No	Financial / Accounting year	Profit	Loss	Annual Turnover (from repairs and maintenance Services)
1.				
2.				
3.				
4.				



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*Balance Sheet duly signed by Chartered Accountant & self-attested by the bidder/supplier for the years 2018-19, 2019-20 & 2020-2021.

Signature of Bidder/supplier

III Form 'C' (At least one professionally qualified employee)

Qualification: (Please put a tick (✓) mark in appropriate column)							
Sr. No	Name	BE/B.Tech/ MCAs/DoEACC 'B' Level	M.Sc(IT) / BCA/ DOEACC 'A' Level	B.Sc. (IT) PGDCA/DOE ACC 'O' Level Others (Pl. specify)	Addl. Qualification-I CCNA, MCSE, MCSA, CNE, etc. (Pl. specify)	Addl. Qualification -2	Remarks
1.							
2.							
3.							
4.							

Signature of Bidder/supplier

SCOPE OF WORK.

1. Key Deliverables /Scope of work:

- 1.1 Provision of minimum 01 (one number of qualified service engineers, at Institute for services mentioned here under, for the items given above.
- 1.2 Call Management Services.
- 1.3 Desk tops and peripherals Management Services.



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1.4 Prevent and Proactive Maintenance of equipment's, including quarterly cleaning of outer parts/covers with appropriate non-corrosive cleaner.

2. Call Management Services

- 2.1 Providing a single point contact.
- 2.2 Maintain an updated on-line help-desk telephone number.
- 2.3 Problem escalation in case of service levels not adhered.
- 2.4 Identification and resolution of chronic faults and problems.
- 2.5 Monthly analysis of calls received and resolved. Or by Stationed Service Engineer as per the format provided at sites.

3. Desktop and Peripherals Management Services

- 3.1 Hardware & Software troubleshooting.
- 3.2 Installation and upgradation of System software.
- 3.3 Peripheral (Printer /Scanner etc.) Management.
- 3.4 Desktop performance monitoring, fine-tuning and optimization.
- 3.5 Supports for Windows XP/7/8/10.

4. Report and Review

Process Documentation

- 4.1 Call Register.
- 4.2 Call Summary.
- 4.3 Daily Call Pending report.
- 4.4 Engineer attendance report.

Signature of Bidder/supplier

5. Terms & Conditions:

The information of computers/printers which are to be maintained by bidder is given in table 1. The bidder shall truly and faithfully carry on the services in proper manner for maintenance of the computers/printers mentioned



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in table 1 to the full extent and satisfaction of the institute for the period, mention in office order.

5.1 Bidder has to quote the rates of items as per Table-2 Proforma.

5.2 In case of need to replace any item /component, the bidder shall provide original make genuine parts/components of similar or higher configurations as per Table-2.

5.3 The bidder shall produce the Cash Memo's/ Certificate/ Document in proof providing genuine components to replace the faulty ones;

5.4 The company will have to maintain spares like monitors, CPU, keyboard, mouse, SMPS, Motherboard, cables, etc. in the store of GCOEN to reduce the downtime.

5.5 The Company shall ensure to abide by the copyright, intellectual property rights and other laws as may be applicable for providing any replacements for any mal functioning components/items/software under and any violation of any legal requirement by the bidder in this regard shall lead to termination of the contract forth with and forfeiture of security money. Besides ensuring compliance to all legal requirements will be the responsibility of the bidder, failure to do so would lead to consequences aforesaid.

6. Validity:-

6.1 The contract shall be valid for a period of one year from date of award and may be extended by another year at the sole discretion of Principal, GCOE, Nagpur. Institute will have exclusive right to terminate the contract by giving one month's notice.

6.2 The company has to give 3 month's advance notice, if they wish to leave the contract before scheduled expiry. Contravention of the same would lead to forfeiture of performance guarantee/security money along with all outstanding dues.

7. Standard of performance and Penalty for failures:

Signature of Bidder/supplier

7.1 On service request, in case of failure to repair within two working days, a penalty of Rs.100/- per working day will be levied.

7.2 The spare parts/components should be genuine and original and to be supplied with warranty of six months. In case of failure of supplied component before 6 months, bidder will replace at its own cost and no repairing charges will be paid.

7.3 If the bidder repeatedly fails to rectify the faults for a period exceeding 7 days, the Institute may terminate the contract of the bidder forth with and may forfeit the security deposit.

7.4 The bidder shall, in no case, replace any item/ component with inferior item and if found doing so, the contract shall stand terminated forthwith and security deposit shall be forfeited.

7.5 Institute reserves the right to reject any or all the bids and cancel the quotations without



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assigning any reason.

7.6 The calls will be received centrally, shall be provided daily to the concerned service engineer by the concerned official of the institute, and shall be attended immediately on receipt of the same. The firm shall maintain proper service call sheets, which will be duly signed by the engineer and the Head of user Department.

7.7 All listed items in Table 2, if not repaired than they shall be replaced with OEM branded parts/products only.

7.8 If any material is not listed in Table 2, then it is to be procured by the institute as per existing rules.

8 Payment Terms:-

8.1 Any increase of taxes, duties or prices of components, etc. will not affect the rates during the entire period of rate contract.

8.2 Selected bidder shall provide bill including GST and will be paid accordingly.

8.3 At the time of signing contract a selected bidder have to submit the bank guarantee of Rs. 20,000/- of the contract amount within a week after allotment of the contract. This amount shall be refundable to the selected bidder upon termination/ expiration of this agreement.

9 Agreement:-

The selected vendor shall have to sign contract, on non-judicial stamp paper of Rs.100/- containing details of terms and conditions after issue of letter of intent (LOI), to begin contract.

Signature of Bidder/supplier


Principal

Govt. College of Engineering, Nagpur

TABLE - 2

Name of the Bidder/ Bidding Firm / Company :M/s

Sr.	Name of Item	Qty.	BASIC RATE/ UNIT Including GST Rs
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No.			
1	Repairing Charges per Computer	1	
2	Repairing Charges per Printer	1	
3	Mother Board 81/Intel	1	
4	Mother Board 31/Intel	1	
5	Mother Board 61/Gigabyte	1	
6	Ram 1 GB DDR-1	1	
7	Ram 1 GB DDR-2	1	
8	Ram 2 GB DDR-2	1	
9	Ram 1 GB DDR-3	1	
10	Ram 2 GB DDR-3	1	
11	Ram 2 GB DDR-4	1	
12	Ram 4 GB DDR-4	1	
13	Ram 8 GB DDR-4	1	
14	Ram Laptop 2GB	1	
15	Processor Core i3 Latest Generation	1	
16	Processor Core i5 Latest Generation	1	
17	Processor Core i7 Latest Generation	1	
18	Mouse USB	1	
19	Keyboard USB	1	
20	Mouse USB Logitech/Dell/HP/Lenovo	1	
21	Keyboard USB Logitech/Dell/HP/Lenovo	1	
22	USB Keyboard + Mouse (Logitech/Dell/Lenovo/HP)	1	
23	Wireless Keyboard Dell	1	
24	Wireless Mouse Dell	1	
25	Wireless Keyboard + Mouse (Logitech/Dell/Lenovo/HP)	1	
26	HDD Sata 2TB Toshiba/Seagate/Western Digital	1	
27	HDD Sata 4TB Toshiba/Seagate/Western Digital	1	
28	HDD Sata 8TB Toshiba/Seagate/Western Digital	1	
29	Ext HDD 1TB/Western Digital/TOSHIBA/SEGATE	1	
30	Ext HDD 2TB/Western Digital/TOSHIBA/SEGATE	1	
31	Ext HDD 4TB/Western	1	



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	Digital/TOSHIBA/SEGATE		
32	SSD 128 GB	1	
33	SSD 256 GB	1	
34	SSD 512 GB	1	
35	SSD 1 TB	1	
36	PCI VGA Card/Intel	1	
37	HDD Sata Cable	1	
38	USB Printer Cable	1	
39	Power Cable Regular	1	
40	Power Cable 3 Mtr	1	
41	Power Cable 5 Mtr.	1	
42	Laptop power cable	1	
43	Power Cable for router	1	
44	Spike Guard 3 Mtr	1	
45	Spike Guard 5 Mtr	1	
46	HDMI Cable Regular	1	
47	HDMI Cable 3 Mtr	1	
48	HDMI Cable 5 Mtr	1	
49	USB Cable with Male Female Connector 3 Mtr.	1	
50	USB Cable with Male Female Connector 5 Mtr.	1	
51	USB Cable with Male Female Connector 10 Mtr.	1	
52	VGA Cable	1	
53	VGA To HDMI converter	1	
54	HDMI To VGA Converter	1	
55	USB HUB/Iball	1	
56	Cabinet with Power Supply Iball/intex/	1	
57	Cmos Battery/Intex	1	
58	ERD 12V 5AMP for DVR 90Watt Adaptor for all in one PC CMOS Battery	1	
59	UPS Desktop 725VA	1	
60	UPS Desktop 1 KV	1	
61	Antivirus Net Protector/NP	1	
62	Antivirus Quick Heal	1	
63	Pen Drive 32 GB	1	
64	Pen Drive 64 GB	1	
65	Pendrive 64 GB SANDISK	1	
66	Monitor LED TFT 20 Inch/Dell/HP/Sumsung	1	
67	Monitor LED TFT 18	1	



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	Inch/Dell/HP/Sumsung		
68	RJ 45 Lan Connector D link (Single Connector)	1	
69	RJ-45 Connector DLINK (Box)	1	
70	Jack Panel 24-port loaded	1	
71	Cat6 Patch Cords - 2 Meter	1	
72	Cat6 Patch Cords - 3 Meter	1	
73	Cat6 Patch Cords - 5 Meter	1	
74	Cat 6 LAN Cable Bundle	1	
75	Crimping Tool Digilink/D-link	1	
76	Punch Tool Digilink/D-link	1	
77	IO-Information Outlet 6 UTP	1	
78	Face Plate -SinglePort Shutter	1	
79	Surface Mount Box	1	
80	Wall Mount Rack 6U	1	
81	Wall Mount Rack 9U	1	
82	UTP cable laying charges with all accessories per MTR	1	
83	Wireless 4G Router	1	
84	Wi-Fi Dongal USB	1	
85	Wireless Router 4 Port	1	
86	5 Port Switch	1	
87	8 Port Switch	1	
88	16 Port Switch	1	
89	24 Port Switch	1	
90	Layer 2 Switch 24 Port	1	
91	Layer 3 Switch 24 Port	1	
92	Power Adaptor for Network Switch (5 Port/8Port)	1	
93	USB LAN card	1	
94	USB LAN card Wireless	1	
95	Wireless Headphone	1	
96	Headphone wired	1	
97	Laptop Battery HP	1	
98	Laptop Battery ACER	1	
99	Charger Laptop HP	1	
100	Laser Cartridge Color Toner Refill HP	1	
101	Laser Cartridge Toner Refill HP/ CANON/ RICOH/ Bother/ Samsung Black & White PRINTERS	1	
102	Toner Chip	1	
103	Drum	1	



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104	Blade	1	
105	Doctor Blade	1	
106	Roller	1	
107	Magnetic Rod	1	
108	Teflon sleeve For HP/Canon/RICOH/Samsung Single Functional Printer	1	
109	Power supply For HP/Canon/RICOH/Samsung Single Functional Printer	1	
110	Fuser assembly For HP/Canon/RICOH/Samsung Single Functional Printer	1	
111	Fuser (Heating element) For HP/Canon/RICOH/Samsung Single Functional Printer	1	
112	Paper tray pickup sensor For HP/Canon/RICOH/Samsung Single Functional Printer	1	
113	Image transfer roller For HP/Canon/RICOH/Samsung Single Functional Printer	1	
114	Pick roller For HP/Canon/RICOH/Samsung Single Functional Printer	1	
115	Heating roller For HP/Canon/RICOH/Samsung Single Functional Printer	1	
116	Teflon sleeve For HP/Canon/RICOH/Samsung Multi Functional Printer	1	
117	Power supply For HP/Canon/RICOH/Samsung Multi Functional Printer	1	
118	Fuser assembly For HP/Canon/RICOH/Samsung Multi Functional Printer	1	
119	Fuser (Heating element) For HP/Canon/RICOH/Samsung Multi Functional Printer	1	
120	Paper tray pickup sensor For HP/Canon/RICOH/Samsung Multi Functional Printer	1	
121	Image transfer roller For	1	



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	HP/Canon/RICOH/Samsung Multi Functional Printer		
122	Pick roller For HP/Canon/RICOH/Samsung Multi Functional Printer	1	
123	Heating roller For HP/Canon/RICOH/Samsung Multi Functional Printer	1	
124	Scanning Assembly For HP/Canon/RICOH/Samsung Multi Functional Printer	1	
Xerox Machines			
125	RICOH MP 2014 Xerox machine cartridge	1	Original - Compatible -
126	Canon Xerox Machine Model Image Runner 2002 cartridge (NPG59)	1	Original - Compatible -
127	Canon Xerox Machine Model Image Runner 1643IF cartridge	1	Original - Compatible -
128	Canon Xerox Machine Model Image Runner 2004 cartridge	1	Original - Compatible -
129	Canon Xerox Machine Model Image Runner 2425 cartridge	1	Original - Compatible -
130	Canon Xerox Machine Model IR2006 cartridge	1	Original - Compatible -
131	Toshiba e-Studio Machine 230P cartridge	1	Original - Compatible -
132	SHARP AR-6020 Xerox Machine cartridge	1	Original - Compatible -
133	Canon A4,A3 Multifunction IR2224	1	Original - Compatible -
134	Canon IR2925 with DADF & Toner	1	Original - Compatible -
Printers			
135	Samsung ML1676P cartridge	1	Original - Compatible -
136	Canon Printer LBP Laser Jet 6030B cartridge	1	Original - Compatible -
137	Canon All In One Printer MF 241D cartridge	1	Original - Compatible -
138	Canon laser Mono Printer LBP 2900B cartridge	1	Original - Compatible -
139	Canon Laser Printer Image-class MF3010 cartridge	1	Original - Compatible -
140	Cannon printer L11121E cartridge	1	Original -



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महाराष्ट्रशासन



Government College of Engineering, Nagpur

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E-mail: principal.gcoenagpur@dtmaharashtra.gov.in - office.gcoenagpur@dtmaharashtra.gov.in

141	Canon Printer MF 4820D cartridge	1	Compatible - Original - Compatible.-
142	Canon Image-class LBP 121DN cartridge	1	Original - Compatible -
143	Canon Printer Color MG 2570 cartridge	1	Original - Compatible -
144	Canon Printer Colour K10392 cartridge	1	Original - Compatible -
145	HP Laser Jet pro M203DW cartridge	1	Original - Compatible -
146	HP Laser Printer 1020+ cartridge	1	Original - Compatible -
147	HP Laser Jet Pro 1136 cartridge	1	Original - Compatible -
148	HP Laser Printer Jet M1213F cartridge	1	Original - Compatible -
149	HP Laser Jet M403D cartridge	1	Original - Compatible -
150	HP Laser Jet Multifunction M233DW cartridge	1	Original - Compatible -
151	HP Colour Jet Pro M252 cartridge	1	Original - Compatible -
152	HP Laser Jet Pro M226DW cartridge	1	Original - Compatible.-
153	Brother HL-L5000D Printer cartridge	1	Original - Compatible -
154	Brother Multifunction Printer B7535DW cartridge	1	Original - Compatible -
155	Brother All-in-One DCP- L2520D cartridge	1	Original - Compatible -
156	Brother Multi-function Printer L2541DW cartridge	1	Original - Compatible -
157	Brother Mono Printer HL-L2321D cartridge	1	Original - Compatible -
158	I.D. Card Printer Evoiis Make dual side I.D. card Printer Model Primacy (300 DPS)	1	Original - Compatible -
159	Laser Printer Laser Jet Pro M202 DW	1	Original - Compatible -
160	Brother A4 Single function Printer HL B2100DB	1	Original - Compatible -
161	Epson Colour Multifunction Printer L6360	1	Original - Compatible -
162	Canon Mono Laser Printer	1	Original -



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			Compatible -
Computer UPS Battery			
163	Computer UPS Battery 12V, 7AH/20HR	1	original compatible