



# ইস্টার্ন রিফাইনারী লিমিটেড

## EASTERN REFINERY LIMITED

(বাংলাদেশ পেট্রোলিয়াম কর্পোরেশনের একটি অঙ্গ প্রতিষ্ঠান)

### LOCAL PURCHASE ORDER

Order Ref: ERL/LPO-148/2023

Date: 12/03/2023

Maa Enterprise,  
TSP Medical Gate,  
North Patenga,  
CHITTAGONG.

Our Ref: Enq.No.73/2023  
Date : 23-02-2023

Dear Sir,

With reference to the above, you are hereby awarded this Purchase Order to complete supply and related service at ERL, Chattogram:

| Sl.   | Quantity | Unit | Particulars of Products   | Unit Price (BDT) | Total Price BDT |
|---|----------|------|---|------------------|-----------------|
|   |          |      | M.R.No.0135 CP 2023   |                  |                 |
| 1.  | 06       | Nos. | Cartridge,<br>Specification: Printer Model:<br>Brother HL-L2365DW, Brand: Power<br>print/Brother, printing Color:<br>Black, printing Technology:<br>Laser, print Page: 2600 Approx. | Tk.1,600/-       | Tk. 9,600.00    |
| 2.  | 12       | Nos. | Mouse, Specification: Optical<br>Mouse with standard Mouse Pad,<br>Type: USB, Brand: Logitech,<br>Warranty: 03 Years.   | Tk.460/-         | Tk. 5,520.00    |
| 3.  | 03       | Nos. | Refill Ink(Full set),<br>Specification: Yellow, Magenta, Cyan,<br>Black, (original Epson refill), Model No.<br>Y(T6644), M(T6643), C(T6642), BK(T6641).                             | Tk.4,160/-       | Tk.12,480.00    |
| In Word: (Taka twenty seven thousand six hundred) only. |          |      |   | Total:           | Tk.27,600.00    |

#### Terms & Conditions:

- Delivery : Full delivery shall have to be made to our Store Department on urgent basis.
- Quality Test : After quality test if any product is found not acceptable then you have to replace those products at your own cost.
- Penalty : Failure to supply any of the goods specified in the Purchase Order may result in a penalty of 10% of the total value of the goods not delivered.
- Payment : If the supplied goods are accepted as per the sample/specification, the price will be paid by check after submission of the bill.
- Tax & VAT : Will be deducted from bill as per government rules and regulations.

#### Distribution:

- 1<sup>st</sup> Copy : Supplier
- 2<sup>nd</sup> Copy: Purchase Division
- 3<sup>rd</sup> Copy: Store
- 4<sup>th</sup> Copy: Accounts
- 5<sup>th</sup> copy : Extra Purchase Order file

Yours faithfully

(Md. Tariq Hossain)  
Manager (Purchase)  
Eastern Refinery Limited