



YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY

Dnyangangotry, Near Gangapur Dam, Nashik 422 222 (Maharashtra, India)

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Visit us on Internet <http://www.ycmou.digitaluniversity.ac>, & [ycmou.ac.in](http://www.ycmou.ac.in)

To,

Enquiry No.: 1013

Date : 24.12.2025

Subject : Quotation for ' Book Shelf '

Dear Sir,

- 01) We need the item listed in the table below from Dealer. **Rates are quoted on your letterhead.**
- 02) Please let us have your most competitive offer clearly stating your normal terms and conditions, Delivery Time, Payment Terms, GST.
- 03) Please send your sealed quotation to the " **Dy. Registrar, Finance (Purchase Section), Yashwantrao Chavan Maharashtra Open University, Dnyangangotry, Near Gangapur Dam, Nashik 422 222** ".
- 04) The final Date for receiving quotation is **05.01.2026 at 5.00 pm.**
- 05) The quotation should be valid for 60 days from the date of enquiry.
- 06) Please write on sealed envelope in bold letter '**Enquiry No. 1013, dtd. 24.12.2025 and Quotation for 'Book Shelf'.**
- 07) The supplier should necessarily follow the above instructions otherwise quotation will not be considered for further process.
- 08) Your GST registration number must be shown in your invoice.

Rates Should be quoted as per our Proforma as follows:

Sr. No	Material Description	Units	Quantity	Rate per Unit	Total Amount
1	BOOK SHELF- (5 Shelf) Make : Any Standard	Nos	02		

*W. Manole
24/12/2025*

Dy. Registrar
Finance

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