



# 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://ycmou.ac.in)

To,

Enquiry No. : 903

Date : 04.01.2024

**Subject: Quotation for 'Brother Desktop Scanner'.**

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, Purchase Section, Yashwantrao Chavan Maharashtra Open University, Dnyangangotry, Near Gangapur Dam, Nashik 422222**".
- (04) **The final Date for receiving quotation is 16.01.2024.**
- (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. 903 date: 04.01.2024 and quotation for 'Brother Desktop Scanner'.**"
- (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.	Description	Quantity (Nos.)	Rate per Nos.	GST %	Total Amount with GST
1	Brother ADS-4300N Duplex Document Desktop Scanner with High Speed Network Facility	01			

  
Deputy Registrar  
Purchase Section