



Yashwantrao Chavan Maharashtra Open University, Nashik
(Established by Government of Maharashtra in 1989)
Dayangangotri, Near Gangapur Dam, Govardhan, Nashik 422222
Website: www.ycmou.digitaluniversity.ac Email: coe@ycmou.digitatuniversits.as

Enq.No. PUR/2024-25/966

Date : 18/03/2025

To,

Subject : Calling Quotations for comprehensive annual maintenance of Printer/Photocopiers.

Sir,

With reference to the subject cited as above. It is to inform that the University requires following service of comprehensive annual maintenance for its various 8 to 9 printing / photocopy machines situated in various department of the University. You are requested to give your quote for comprehensive AMC for our following and any other (if added) printing machine.

Sr. No	Model No.	Machine Serial No.	User Department Name
1	iR2006N	2FG13855	Establishment Department
2	iRA4245	RKZ01318	PPC Department
3	iR2002N	QXS08306	Evaluation Department
4	iRA4225	RKX01682	Exam Department
5	iR2006N	2FG06324	Exam Unit-3
6	iRA4225	EKZ01538	Exam Department
7	iRA4245	QYV01031	Exam Department
8	iRADV6855i	36C00517	Exam (computer)
9	iRADV6855i	36C00730	Exam (computer)

Your have to quote your rates considering all below mentioned terms & conditions in the following format. The supplier shall submit his quotation on his letter head, giving above machine description.

Sr. No	Paper Type	Rate Per copy Rs.	Minimum Fixed commitment prints per month
01	A4		
02	A3		

Terms & Conditions - General

- Rates provided shall be inclusive of all taxes, cess, royalty etc, only GST at actual.
- Your quoted rate shall be valid for 60 days from the date of quotation
- Your quotation shall reach this office on or before 26/03/2025 Quotations received after the due date shall not be considered.
- The University reserves the right to accept or reject any or all quotations without assigning any reasons there for.

Terms & Conditions - Technical

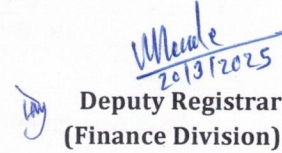
- 1) Vendor should be a authorized dealer for Canon India and shall have capability to deliver the service in Nashik campus. Proof shall be submitted in the form of certificate from the company.
- 2) Work experience: Vendor shall have similar work experience for around 2 to 3 years. Valid work order /service agreement shall be submitted as a part of proof.
- 3) Vendor shall be capable of delivering the spares and consumable within time and wherever required, it should be given in stock.
- 4) Vendor shall submit valid PAN, GSTN and shop act Certificate.
- 5) Service response shall be within 3-4 hours of call registration.
- 6) Rates shall be inclusive of all spares, consumable & service free of cost. Paper, electricity and operator charges shall be borne by University.
- 7) Quarterly one preventive maintenance without calling must be done.
- 8) All breakdown calls shall be responded within 4 Hours of registering the call.
- 9) Billing will be done on monthly basis based on actual counter reading, and minimum committed copies whichever is higher.
- 10) Failure due to Fire, electrical short circuit, physical damages & rat bite shall not be covered under the contract and will be chargeable at actual.

The sealed Quotations shall be addressed to & submitted by post / courier to following address.

To,
Deputy Registrar (Finance Division)
Yashwantrao Chavan Maharashtra Open University
Near Gangapur Dam, Govardhan, Nashik - 422 222

Please write on sealed envelope in bold letter 'Enquiry No. 966, dtd. 18.03.2025 and quotation for 'for comprehensive annual maintenance of Printer/Photocopiers'

The University reserves the right to amend any or all conditions pertaining to work. All disputes shall pertain to Nashik civil jurisdiction.


Deputy Registrar
(Finance Division)