



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>

To

Enquiry No.: 889
Date: 17.07.2023

Subject : Quotation for “ Purchasing of NPG 85 Toner for Canon Multifunctional Device”.

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 20.07.2023 @ 4.00 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. 889, date: 17.07.2023 and quotation for “Purchasing of NPG 85 Toner for Canon Multifunctional Device”.**
- (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.
- (09) **Fax/Telegraphic/e-mail quotation will not be accepted.**

Rates Should be quoted as per our Proforma as follows

<i>Sr.No.</i>	<i>Details of Material</i>	<i>Model</i>	<i>Quantity</i>	<i>Rate in Rs.</i>	<i>GST %</i>
01	Purchasing of NPG 85 Toner for Canon Multifunctional Device. (HSN/SAC Code-8443)	<i>iRADV DX6855 Printer</i>	02		


Finance Officer