YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY

ज्ञानगंगा घरोघरी

Dnyangangotri, Near Gangapur Dam, Nashik 422 222 (Maharashtra, India)
Telephones : (253) 2230024, 2230227, 2233698, 2234459 2234716-18
Fax : (91) 253 -2231716 Visit us on Internet http://www.ycmou.digitaluniversity.ac

To,

Enquiry No. : 845

Date : 11.06.2022

Subject : Quotation for "A4 Size Copier Paper"

Dear Sir,

(01) We need the item listed in the table below from **only Authorised 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 **"Assistant Registrar, Purchase section, Yashwantrao Chavan Maharashtra Open University, Dnyangangotri, Near Gangapur Dam, Nashik 422222".**

(04) The final Date for receiving quotation as on **15.06.22 at 2.00 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. 845 date: 11.06.2022 and Quotation for "A4 Size Copier Paper".**

(07) Your GST registration number must be shown in your invoice.

(08) **Fax/Telegraphic/e-mail quotation will not be accepted.**

(09) **The supplier should necessarily follow the above instructions otherwise quotation will not be considered for further process.**

Rates Should be quoted as per our Proforma as follows

Material Description	*Quantity*	*G.S.T.%*	*Rate per Ream*
A4 Size Copier Paper **70 GSM, (1 Ream - 500 Sheets)** **Make : 1. J.K.Green easy Copier** **2. B2B (West Coast Co.)** **3. Andhra Paper (Reflection Brand)**	**1000 Ream**		

Yours Faithfully,

Assistant Registrar
Purchase Section