



YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY

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

Telephones : (253) 2231714, 2231715, 2230227, 2233698, 2234459 2234716-18

ज्ञानगंगा घरोघरी Fax : (91) 253 -2231716

Visit us on Internet <http://www.ycmou.digitaluniversity.ac>

To,

Enquiry No. : 777

Date : 18.06.2018

Subject : Quotation for "Toner Cartridge (Remanufactured)".

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. This University is exempted from Octroi.
- (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 23.06.2018 at 5.00 P.M.**
- (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. 777, date: 18.06.2018 and quotation for "Toner Cartridge (Remanufactured)".
- (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

Sr.No.	Description	Quantity	Rate	Total Price (Rs)
01.	Toner Cartridge (Remanufactured)			
	a) 12 A	75 Nos		
	b) 36 A	50 Nos.		
	c) 88 A	40 Nos.		
	d) G.S.T. %			

Yours Faithfully,

Assistant Registrar
Purchase Section