



# YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY

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

Telephones : (253) 2230024, 2230227, 2233698, 2234459 2234716-18

ज्ञानगंगा घरोघरी Fax : (91) 253 -2231716

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

To,

Enquiry No. : 825

Date : 10.06.2021

## 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 **16.06.2021 at 12.00 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. 825 date: 10.06.2021 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
<b>A4 Size Copier Paper 70 GSM, 500 Sheets</b>	<b>1000 Ream</b>		
<b>Make :</b>			
<b>1. J.K.Green easy Copier</b>			
<b>2. B2B (West Coast Co.)</b>			
<b>3. Sheshai</b>			
<b>4. Shirpur</b>			
<b>5. Andhra Paper (Reflection Brand)</b>			

Yours Faithfully,

  
10/6/2021  
Assistant Registrar  
Purchase Section