



# YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY

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

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

ज्ञानगंगा घोरोघरी Fax : (91) 253 -2231716

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

To,

Enquiry No. : 842

Date : 25.04.2022

**Subject : Quotation for "Toner Cartridge-Brother Original B021 ".**

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 "**Assistant Registrar, Purchase section, Yashwantrao Chavan Maharashtra Open University, Dnyangangotri, Near Gangapur Dam, Nashik 422222**".
- (04) **The final Date for receiving quotation as on 2.05.2022 at 12.00 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. 842 date: 25.04.2022 and quotation for "Toner Cartridge-Brother Original B021 "**'.
- (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	G.S.T.%	Rate
01.	Toner Cartridge Brother Original B021	100 Nos.		

Yours Faithfully,

Assistant Registrar  
,Purchase Section