

**SNDT WOMEN'S UNIVERSITY**  
**1, Nathibai Thackersey Road, Churchgate, MUMBAI 400 020**

Estate Dept./2018-19/ (Not. 4)/131

September 11, 2018

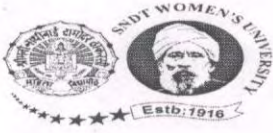
**Sub: Quotation of Purchase of A3 size colour laser printer for Estate Department, Annex building at Churchgate Campus.**

**Madam/Sir,**

Sealed quotations are invited for Purchase of A3 size colour laser printer for Estate Department, Annex building at Churchgate Campus. Interested vendors are to be submit their quote in the format given as Annexure A on company letter head. Quotation should be submitted to the Office of The Registrar at Churchgate campus on or before 28<sup>th</sup> September 2018.

**The University reserves the right to reject any or all quotations without assigning any reasons thereof.**

*Dr. Meena Kute*  
*11.9.18*  
**(Dr. Meena Kute)**  
**Registrar (Addl. Charge)**



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(Offer should filled on letter head)

**Annexure A**

**To,**  
The Registrar  
SNDT Women's University,  
Churchgate, Mumbai

**Sub: Quotation for Purchase of A3 size colour laser printer for Estate Department, Annex building at Churchgate Campus.**

**Respected Madam/Sir,**

With reference to subject cited above we would like to furnish our quote with best rate possible as below:

Sr. No.	Description	Qty	Unit	Rate	Amount
1	Purchase of A3 size colour laser printer for Estate Department, Annex building at Churchgate Campus	01	No.		

All the terms and conditions given in notifications are studied thoroughly and accepted fully.

Thanking You,

Yours Faithfully,

**Name of Company**

**Signature Of the Proprietor**

**Date:**

**Note: Enclose GST number, PAN number, declaration if GST is not applicable.**