



Invitation Sr. No. **1**

Invitation Date : 21.09.2019

Closure Date : 30.09.2019

Maharashtra National Law University Mumbai

Post Box No. 8401 Powai, Mumbai - 400 076

INVITATION FOR QUOTATION FOR ANNUAL RATE CONTRACT OF RENTAL PHOTOCOPIER MACHINE

1. INTRODUCTION

The University invites Quotations from eligible suppliers for hiring of 2-photocopier machines (with 2 operators), **details are at Annexure- A**. Agencies located in and around Mumbai and regularly supplying such items to Government offices, Public & Private Sector Units, banks and higher educational institutions etc. are requested to respond.

Interested suppliers may forward quotation in sealed envelope to the Registrar, Maharashtra National Law University Mumbai, POST BOX No. 8401, Powai, Mumbai 400 076 or Hand-deliver sealed envelope to the office of the Registrar, Maharashtra National Law University Mumbai at 2nd Floor CETTM-MTNL Building, Hiranandani Gardens, Technology Street, Powai, Mumbai - 400 076 .

1. The applicant agency should be a bonafide supplier / vendor of the Item.
2. Agency shall have following statutory valid registration certificates and licenses:
 - a) GST (Goods and Services Tax) Registration.
 - b) Permanent Account Number (PAN)/ TAN.

- c) Any other registration that is required as per statutory / local norms for supply of stationery items.
3. The envelope containing the documents will clearly mention sender's name and address, telephone number, e-mail address, and the item name under quotation.
 4. Documents must reach on or before **17:00 hours on Monday, September 30, 2019.**
 5. The decision of Maharashtra National Law University Mumbai regarding the selection of the Agency shall be final and binding on all concerned.
 6. Any delay/failure to supply or supplying materials not confirming to the standards will entail cancellation of the order forthwith and the University would be entitled to withhold further payment or recover advance (if any). The decision of the University in the respect will be final and binding.
 7. The time period in which the applicant agency can supply the item upon getting order from the university, must be mentioned in the application / quotation.
 8. Requirements details are at **Annexure- A.** •

For further details, Please email osdfinance@mnlumumbai.edu.in