



N.A.A.C. Re-ACCREDITED



College of Social Work

Nirmala Niketan Institute
Affiliated to the University of Mumbai

SAKSHAM PRAMAAN PROJECT

Date: 2nd May 2022

REQUEST FOR SERVICES

| Sr. No. | Equipment | Number | Rates inclusive of GST | GST % |
|---------|-------------------------------|--------|------------------------------|-------|
| 1. | Annual Maintenance of Laptops | 03 | | |

Please note that this offer is subject to the following terms and conditions:

1. Kindly fill the details as per the above format on the company letter head with stamp and signature and send the hard copy with sealed quotation.
2. Please send the sealed envelope super scribed "Quotation for Services" addressed to Ms. Silveia Chettiar, Finance and Admin Officer, Saksham Pramaan, College of Social Work, Nirmala Niketan,
4. Last date for receipt of quotation submission: - 30th May, 2022 by 3:00pm
5. Only vendors based in Mumbai will be selected.
6. All the information to be provided by the bidder should be on their letterhead, and all the pages to be signed and stamped by the authorized signatory.
7. Please mention your payment terms /condition in the bid.
8. The bid should quote and enclose self-attested PAN Card copy and GST Registration Certificate/ Payment will be released as per pan card registration only. If payment required on another name please attach relevant copies.

The last date to submit proposal is 30th May 2022.



Please submit your proposal to:

Ms. Silveia Chettiar

College of Social Work (Autonomous), Nirmala Niketan

Project: Saksham Pramaan

Designation: Finance and Administration Officer

Contact: 9768001397