



NATIONAL INSTITUTE OF TECHNOLOGY

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Dr.N.Anantharaman Dean (Academic)
NITT/DEANAC/Quota/Con.folder 2012
To

Date : 3/7/2012

Sir,

Sub: Quotation for Printing and supply of “Convocation Folder 2012 –
Called for – Regarding.

Kindly arrange to send your quotation in the prescribed form (enclosed) for Printing and supply of “Convocation Folder 2012” as per the specification given below:

SIZE : 320 mm Height and 240 mm Width
Finish : Pad making with NITT Logo & Individual Name and
Roll No on Screen Printing in Cover with Cold Colour.
Materials : Outer: Tan Leather
Inner Materials: Lamination Board
Base Materials : 2 mm Sundry Grey Board , 4 Socket Corner
Outer Edge Metal Corner

Quantity : Approx 1200 Nos.
Colour : Gold, Silver, Blue, Green, Copper & New Color
Delivery : within 10 days from the date of placement of purchase order
Last date for submission of quotations: 28/06/2012 3.00 pm
Quotation will be opened on 28/06/2012 4.00 pm
Printing will have to be down, only after approval of sample by NITT.

Your quotation should be addressed to **The Director, National Institute of Technology, Trichy – 620 015** and your envelope should be super scribed “The Quotation for Print and supply of “Convocation Folder 2012” Ref:NITT/Deanac/quto/Conf.Folder /2012.

Those who submitted their quotation in response to our earlier tender need not submit their quotation, once again.

Your quotation should reach on or before 9th July 2012

The Institute shall not be responsible for any postal delay about non-receipt / non deliver of the quotation or due to wrong address

SD--

Dean (Academic)

Note :

Quotation Form

[To be used by the bidder for submission of the bid]

- 1. Component Name :

- 2. Specifications :

- 3. Unit Price :

- 4. Quantity :

- 5. Total cost (Inclusive of VAT) :

- 6. Taxes and other charges :
 - (i) Specify the type of taxes and duties in percentages and also in figures
 - (ii) Specify other charges in figures :

- 7. Delivery Period :

Signature of the Bidder :

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Name and Designation :

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Business Address :

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Place :

Date :

Seal of the Bidder's Firm

