

Indira Gandhi Medical College & Research Institute

(Government of Puducherry Institution)

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No.95/IGMC&RI/ADMN-Pur/A5/Stores/ Printing file Cover/2023 -24 ³⁸²⁰

Dated the **13 OCT 2023**

Calling for Quotation

Sub: IGMC&RI- Supply of Printing file Cover – Reg.

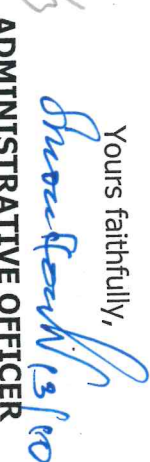
The following items are proposed to be purchased by this Institution. It is therefore requested to quote the lowest possible rate for the supply of the items. The Hard Copy of the quotation shall be submitted to **the Director, IGMC&RI, Puducherry.** in a sealed Cover and reach this office **on or before 27.10.2023**

Sl. No	Description of the Articles	Requirement Qty	Rate for each (Including all Tax) Rs.
1	Pulp Board File Cover (500 GSM) Colour with printing. <ul style="list-style-type: none">• Green Colour - 1000 Nos• Yellow Colour - 1000 Nos• Pink - 1000 Nos	3000 Nos	

Terms and conditions

- Price should be inclusive of all taxes.**
- The supplier should be responsible until the item arrived to this Institution in good condition.
- The rates once quoted and approved will be final and no revision in rates will be allowed.
- Supply should be made within 15 days from the date of receipt of our supply order.
- Delivery should be made on FOR, Puducherry, door delivery basis.
- The quotation should be based strictly on the specification.
- The Material should be supplied strictly in accordance with the specifications enclosed/ mentioned the item which are not conforming to the specifications should be taken back at their cost.
- The quotation shall contain the GST Number, Contact Phone Number & E Mail I.D.
- The quotation cover should be properly sealed with postal address and superscribed **"Printing file Covers"**
- The items required are subject to be increased / decreased
- The quotations received will be opened by 11.00 A.M on 30.10.2023.

// BY ORDER//

Yours faithfully,

ADMINISTRATIVE OFFICER

To:

- The Programmer, IGMC&RI, Puducherry-with instruction to upload in our official Web-Site.

Copy to:

- The Officer-in-Charge (Central Stores), IGMC&RI, Puducherry.