

File No.A15016/4/2008Admn. (Genl.)
Government of India
Ministry of Housing & Urban Poverty Alleviation

Nirman Bhawan, New Delhi
Dated 2nd April2008

Sub: Quotations for Printing Work

Ministry of Housing & Urban Poverty Alleviation invites quotations from well established printers for various items of work as detailed below:

- A) DO Letter Head A-4 (100GSM/HAND MADE PAPER)
- B) DO Letter Head A-5 (100GSM/HAND MADE PAPER)
- C) DO Letter Head A-6 (100GSM/HAND MADE PAPER)
- D) Visiting Card (IVORY/ HAND MADE PAPER/As per Specification)
- E) Envelopes without window (100 GSM/HAND MADE PAPER)
- F) Envelopes window (100 GSM/HAND MADE PAPER)
- G) Envelopes A-4 (100 GSM/HAND MADE PAPER)
- H) Continuation sheet (Hand made paper A-4 size)

2. Separate rates, if any, should be quoted for 100GSM &HAND MADE PAPERS

3. The quoted rates should be inclusive of charges for collecting work order and delivery of printed materials to Under Secretary (Admn.), M/o Housing & Urban Poverty Alleviation, Room No. 201, "C" Wing, Nirman Bhawan

- 4. Printed materials should be supplied within 3 days of issue of work order.
- 5. The firm will have to accept any smaller quantity involved in the work order.
- 6. Payment will be made against supply of printed materials to the Ministry to its satisfaction.
- 7. Quotation should reach by **11.4.2008** before 3.00 PM in sealed envelope addressed to Under Secretary (Admn.), M/o Housing & Urban Poverty Alleviation, Room No. 201, "C" Wing, Nirman Bhawan
- 8. Quotations will be opened in the presence of the tenderers or their representatives on **11.4.2008** at 3.30 pm.
- 9. The Govt. the right to accept or reject any / all quotation/s at any stage without assigning any reason thereof.

(R. K. KUMANIA)
UNDER SECRETARY(ADMN.)

To,
As per list attached.
Copy to
NIC for publication in the website of the Ministry of H&UPA (www.mhupa.gov.in)