



# Guru Gobind Singh Indraprastha University

Sector- 16C, Dwarka, New Delhi-110078

Website: [www.ipu.ac.in](http://www.ipu.ac.in)

F.13.6 (2)/IPU/PUR/Misc./File cover/2020-21/

Dated: 04.01.2021

**Subject: Inviting Quotations Printed File Cover for University Central Store.**

Please provide the quotations (in sealed cover) latest by 15.01.2021 for the following items:-

S. No.	Items Description	Qty.
1.	Printed File Cover size 10"x 13.75", 700 GSM light shade blue colored hard board of good quality duly pasted of 5cm superior quality cloth patti of dark blue color on central verge & 2.5 cm Superior quality cloth patti of dark blue color on right side of upper flap (pasted as ½" outside & ½" inside of the board with good quality eye lit fixed on left corner with two additional eye lit fixed on the center of the file (Text along with Logo & Name of the University on front side and Logo on back side is to be printed in dark Navy Blue Colour).	20,000 Nos.

**Note1: Rates quoted should be exclusive of GST. GST will be extra as applicable.**

**Terms & Condition:**

- FOR : Guru Gobind Singh Indraprastha University, Sector-16C, Dwarka, New Delhi
- Payment : After satisfactory receipt of the material as per the specification
- Delivery : Within 15 days after issuance of Purchase Order.
- GST : Extra, as applicable
- A sample of the file cover with above said specification must be submitted in the Purchase Branch GGSIP University along with the quotations for finalizing the bid.
- Material will be delivered along with triplicate copies of Challans, Bills and Purchase Order to "Dy. Registrar, University Central Store, Room No.35, Ground Floor, "A" Wing, Administrative Block, GGSIPU, Sector -16-C, Dwarka, New Delhi (Ph: 011-25302140,41)" between 10.00 a.m. to 04.00 p.m. with prior intimation to Dy. Registrar, University Central Store.

(Sd/-)  
(Dr. A. D. Lamba)  
Dy. Registrar (Purchase)