

# Guru Gobind Singh Indraprastha University

Sector- 16C, Dwarka, New Delhi-110078

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

F.13.6 (7)/IPU/PUR/Store/Stationary/2017-18/

Dated.08.02.2018

**Subject: Inviting Quotations for different types of envelopes.**

Please provide the quotations (in sealed cover) up to 15<sup>th</sup> Feb., 2018 for the following items:-

S. No	Name of Items	Qty Required
1.	Part 'A' Envelop size (9"x6") brown made form 100GSM paper of good quality with printing as per the sample.	10,000 Nos.
2.	Part 'B' Envelop size (10"x4.5") white made form 100GSM paper of good with printing as per the sample.	10,000 Nos.
3.	Part 'C' Envelop size (10"x4.5") white made form 100GSM paper of good with printing as per the sample.	10,000 Nos.
4.	Envelope size A4 (12"x10") white with Laminated bound made from 100 GSM paper of good quality with printing as per the sample.	10,000 Nos.
5.	Envelop size A4 (10"X12") Yellow with jail pasted made form 100GSM paper of good quality with printing as per the sample.	10,000 Nos.

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

**Note-2: Sample envelopes are available in the purchase branch and can be inspected, if desired, during working hours.**

#### **Terms & Condition**

- FOR : Guru Gobind Singh Indraprastha University, Sector-16C, Dwarka, New Delhi
- Payment : After satisfactority receipt of the material as per the specification
- Delivery : Within 07 days
- Taxes: Extra, as applicable
- The price of an item in any case should not exceed MRP (after including GST).
- 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/-)

Dy. Registrar (Purchase)