

# क्षेत्रीय शिक्षा संस्थान

(राष्ट्रीय शैक्षिक अनुसंधान और परिक्षण परिषद्)

सचिवालय मार्ग, भुवनेश्वर-751022

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## REGIONAL INSTITUTE OF EDUCATION

(National Council of Educational Research and Training)

SACHIVALAYA MARG, BHUBANESWAR-751022

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No. F. 1097

Date: 15/3/22

To

Sub: Quotation for printing of Envelopes and Registers 2021-23 regarding.

Sir,

This Institute intends to print the following materials as per the specifications given below. The style of printing and the format should as per physical sample available in the Institute General Store may be checked before submitting the sealed quotation if needed.

Sl. No.	Size	Quantity	Specification	Rate/unit (i.e., 1000nos./Reg.
1	Mail-Letter Sorting Machine (LSM)	5,000 nos.	(90x140mm to 165x245mm) size, (60-140gsm) paper	
2	Mail-Mixed Mail Sorter (MMS)	5,000 nos.		
3	Flat Mail	5,000 nos.	(90x140mm to 260x380mm) size, (35-80gsm) window paper	
4	11.5" X 5.2" Envelope (closed)	5,000 nos.	Parchment paper White/Cream colour 100 GSM	
5	9.5" X 4.5" Envelope (closed)	5,000 nos.		
6	11" X 05" Cloth Envelope	5,000 nos.		
7	Cloth of File Cover Size	5,000 nos.		
8	Medical Register (150 Pages)	06 nos.	Leather Binding	
9	Pension Register (300 Pages)	06 nos.		
10	LTC Register (200 Pages)	06 nos.		
11	TA Register (200 Pages)	06 nos.		

In case you are interested to undertake the printing work, you are requested to submit your quotation along with sample paper with valid PAN No. and GSTIN No. in a sealed cover superscribing on the envelope "Quotation for printing of Envelopes and Registers 2021-23" so as to reach the undersigned on or before **21.03.2022 by 5:00 pm**. The rate to be quoted will be valid upto 31.03.2023.

Please note that quotation received after due date, unsealed quotations and without sample paper, valid PAN No. and GSTIN No. will not be taken into consideration.

This Institute reserves the right to reject the quotation either in full or part without assigning any reason thereof.

This issues with the approval of the competent authority.

Yours faithfully,

15/3/2022

Administrative Officer