

DIRECTORATE GENERAL OF HOME GUARDS & CIVIL DEFENCE

TA.34(23)/CD/Printing/Part File/22092-2210

Dated: 17/11/09

To.

10. Server Room (For uploading
on website)

SUBJECT: QUOTATION FOR PRINTING OF INVITATION CARDS

Sir.

1. Sealed quotation is invited for printing of Invitation cards for Raising Day i.e. 06 Dec 2009 on credit basis :-

Sl. No.	Type of Job Work	Qty
1.	Printing of Invitation Cards of Raising Day i.e. 06 Dec. 2009 including two types of parking stickers, Invitation cards with envelopes with multicolour Logo printed, Visiting Cards of size Card with Envelopes, programme and Map of venue on Butter Paper Acknowledgement.	400 Nos

2. Last date and time for receipt of quotation is 23.11.2009 by 3 PM. Quotation will be opened on the same day at 3.30 PM. Quotation to be addressed to DCGHG/DDCD with inscription on the envelopes "Quotation Printing of Invitation Cards". Your representative will be allowed to be present at the time of opening the quotation.

Terms and conditions

Note: Sample of Invitation Cards may be seen in Main store Store.

3. Firm should be registered with sales Tax Department.
4. Firm Should have Own VAT/Tin
5. Rates of Taxes should be mentioned clearly otherwise, it will be accepted as inclusion of taxes.
6. It is the sole discretion of HOD to Cancel any quotation without assigning any reason.

Yours faithfully,


(S.L. KALAKOTI)
OS/SO

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