



PONDICHERRY UNIVERSITY
PURCHASE AND STORES

Dr. M. VALLATHAN, Ph.D
ASSISTANT REGISTRAR (P&S)

KALAPET
PONDICHERRY -14

PU/PS5/Printing / 2011-2012/

Date:22.02.2012

To

All the Firms

Sirs,

Sub: Pondicherry University – Quotation called for Printing
Of Attendance Register - – Reg

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Sealed Quotations invited on behalf of the Pondicherry University for printing and supply of Attendance Register as per specification given below for the Pondicherry University.

Name of the Item	Specification	Copies required	Costfor Printing
Attendance Register	<u>For Each Book</u> a) Single Dummy Size $\frac{1}{2}$ - 2 sheets b) Single Dummy Size $\frac{1}{4}$ - 3 sheets c) White paper Thickness - 13.7 with blue ink offset printing d) outer cover - 8kg Green Colour Board with Printing c) Finishing with perfect & Stapler Binding	10,000nos	

TERMS AND CONDITIONS:

- The Quotations should reach the above address on or before 02.03.2012 at 3.00 P.M. and the same will be opened by 3.30 P.M.
- The quoted price should be inclusive of all taxes, packing, forwarding, transit etc and supply shall be made at our premises.
- The University has the right to accept or reject any quotation partly or fully without assigning any reason thereof.
- Delivery is to be made within 15 days from the date of receipt of supply order.
- You are requested to verify the sample available with purchase section before quoting the rate.
- The finished goods should be strictly as per the specification. In case of any deviation, the University has the right to reject the goods.
- This tender is valid for 1 year from the date of confirmation of the rate.

Yours faithfully,

Assistant Registrar (P&S)