



## केन्द्रीय रेशम उत्पादन एवं प्रशिक्षण संस्थान

केन्द्रीय रेशम बोर्ड, वस्त्र मंत्रालय, भारत सरकार  
बहरमपुर - ७४२१०१, मुर्शिदाबाद जिला, (पश्चिम बंगाल)

### Central Sericultural Research & Training Institute

CENTRAL SILK BOARD, Ministry of Textiles, Govt. of India  
Berhampore – 742101, Murshidabad Dist. West Bengal, India

NO. CSB/CSR&TI/38-PUR (II)/2011-12/

Dated: 06-02-2012

To

Dear Sirs,

Sub: **Quotation for Purchase of File Cover & Flap - Reg.**

This Institute intends to Purchase of File Cover & Flap with cloth pasting and printing as per the following specifications. You are requested to submit your lowest rates for supply of the same. Interested parties may submit their quotation accordingly.

Sl. No.	Name of the Items	Specifications	Quantity
01.	<b>FILE COVER WITH CLOTH PASTING &amp; PRINTING</b>	Colour: Five different colours (light red, light blue, light green, yellow, pink, brown) Printing: Both side (offset type) Size: 34 cm. X 28cm.	2000 Pcs. (400 pcs. each colour)
02.	<b>FILE FLAP WITH CLOTH PASTING</b>	Paper : Good quality with cloth pasting. Colour: Red colour Size: 25" X 2.5"	2000 Pcs.

● **Before submit the quotation the quality of File Cover, Printing Area & File Flap should be verifying from Store Section of this Institute.**

- Sealed Quotation should be addressed to the Director, Central Sericultural Research & Training Institute, Berhampore-742101, Dist. Murshidabad, (West Bengal) duly superscribed, "**QUOTATION FOR PURCHASE OF FILE COVER & FLAP**"
- The Quotations should reach to this Institute on or before **29<sup>st</sup> February, '2012** at 12-00 p.m. and will be opened at 3-00 p.m. on same day in the presence of the tenderer's or their authorized representative who choose to be present at the time of opening of the quotation. Quotations received after the due date shall not be entertained.

P.T.O.



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### Terms & Conditions:

- Supply under DGS&D rate contract if available may be indicated.
- Quotation should be valid atleast for 90 days from the date of opening of tender.
- Rate quoted should include F.O.R. destination, C.S.R.&T.I. , Berhampore, W.B.
- Rate should be quoted per piece.
- The materials shall be delivered within 2 weeks from the date of receipt of confirmed order.
- Taxes/Statutory Duties and other charges if any should be clearly mentioned.
- Income Tax chargeable at source if any shall be deducted at the time of settling the bill. A certificate to this effect shall be issued in Form-16A.
- **VAT & PAN NO.** should be indicated in the quotation.
- **A cut piece of file Cover & Flap** must be enclosed in the quotation.
- The quantity mentioned is tentative and may change at the time of placing confirmed order of supply.
- Payment will be made after satisfactory execution of the order as per specifications and terms and conditions.
- The Director or his authorized Officer reserves the right to accept or reject and or all quotation(s) without assigning any reason whatsoever.

Yours faithfully,

Sd/-  
Director