



Demonstration Multipurpose School
Regional Institute of Education
[A constituent Unit of N. C. E. R. T, New Delhi]
Bhubaneswar-751022
Phone No-0674-2541516, Fax-No-0674-2543782

Ref No:- 7286

Dated.: 15/10/19

To
M/s.....
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Sub : Submission of quotation of rates for Printing of Souvenir

Sir,

You are requested to quote the rate for the printing of Souvenir with given specification including all the charges including delivery at school and taxes (GST etc.)

Name of the Item : Souvenir

Specification :

- 1) 4 cover pages (4 colour printed) on 300 gsm paper
- 2) 44 inside pages on 130 gsm paper
- 3) 16 colour pages on 130 gsm paper

Size: A4 size

- 4) 4 pages of colour photographs on 170 gsm paper with four colour printing
- 5) All coloured pages including cover pages to be mat laminated.
- 6) No of copies – 300 each consisting 44 pages printing (in English and Hindi)
- 7) Delivery of material at school in one month time from the date of work order.

All expenses on supplying the printed souvenir to be borne by printer.

Your quotation in a sealed envelope superscribing 'Quotation for INDEM-2019(Printing of Souvenir)' should reach H.M, D.M. School, Regional Institute of Education, Bhubaneswar latest by 18/10/2019.

*Actual requirement may vary as per need

*You must mention your GSTIN number.

Yours sincerely


15/10/19
Headmaster

Copy to:

1. Committee members to collect quotations from Local Market
2. INDEM File